



NASARAWA GEOGRAPHIC INFORMATION SERVICE (NAGIS)

Jos Road, Opposite Federal Secretariat Lafia, Nasarawa State

Office Hours: 8:00am - 4:00pm (Mondays – Fridays)

Statutory Right of Occupancy (SRI/SRO) Registration Process

STAKEHOLDERS

NAGIS is the only official GIS data source for the State. Governed by rules and regulations and fee Schedules contained in the NAGIS Land Use Regulations 2019 and other Land Use Policy Documents approved by the Governor

PROPERTY REGISTRATION GUIDELINES (INDIVIDUAL AND ORGANIZATION)

In accordance with the provisions of NAGIS Land Use Regulations 2019 Section 7(iv)

Step 1; Obtaining Application Form (Within Minutes)

Obtain the Statutory Right of Application form for Individuals (SI) from NAGIS Head Office, Opposite Federal Secretariat Jos Road Lafia, Nasarawa State; or Karu Service Center Karu, Abuja- Keffi Road (NAGIS helpline 0805 482 2552 or 0703 267 7637)

Or download the Application Form from our website under the Download Forms Section Statutory R of O Individual in [Application and Guidelines](#). [SRI forms](#) for individuals and [SRO forms](#) for organizations

Or Click [here](#) to apply online

All application forms are **free**. Fill out the form completely and accurately. Leave NO section empty or unanswered.

Step 2: Documentation (Subject to availability)

Gather copies of all relevant land documents. Originals are preferred. Applicants are advised to have photocopies made for safe keeping. An Applicant may appoint anyone to represent them at NAGIS and the appointee must fill the “Authorized Representative” part of the SRI or SRO forms.

Documents Required

Applicants are required to provide the following Documents for Application for R of O:

- One Passport-sized Photograph
- Photo ID: National ID Card or International Passport or Driver's License or Voter's Card

- Land Transfer Documents such as Sales Agreements or Deed of Transfer or Inheritance Document
- Change of Ownership and Clearance form (to be signed and filled from the LGA office) according to the Local Government Processing Procedure Tariff rates attached [here](#)
- Site Plan
- Court Affidavit and Police Report for lost or stolen documents
- If using an Authorized Representative, a signed letter/ form, and photo ID are required.

Additional Documents Required for SRO

1. Evidence of Current Tax Clearance Certificate in the case of SRO. Applicants can visit the nearest Tax Office within their LGA of residence for Tax-related issues or use this link to register (Nasarawa IRS link for tax certificate). This is optional for SRI but required for SRO
2. Evidence of Corporate Affairs Commission Certificate of incorporation/ Registration of Business.
3. Memorandum and Article of Association
4. Company Seal or Stamp

Step 3; Payments (Within Minutes) Mode of Payment:

- Applicants are required to generate an invoice from www.nasarawaigr.com or on the invoice page [here](#).
- Click 'Individual' for SRI or 'Corporate' for SRO.
- Search 'APPLICATION (ROFO) PROCESSING + FORM (MINISTRY OF LANDS/NAGIS)'.
- Click PROCEED
- Create PAYER PROFILE by entering the details of the applicant and PROCEED
- An applicant invoice ID is instantly given. This is the **BIN** followed by a 10-digit Number.
- Enter right amount to pay - N15,000 for SRI and N30,000 SRO registration fee only,
- Click Confirm Invoice.
- Make payment using invoice number which is the applicant's **BIN:******* as an account number using any convenient payment method (e.g Bank transfer, POS, online banking, etc). Follow the steps to make the final payment to the bank (Parkway Ready Cash).
- Download Payment Receipt.

Generate an invoice from www.nasarawaigr.com or on the invoice page [here](#).

Step 4; Document Submission Status (45minutes after Submission)

All documents as in Step 2 above must be submitted to the NAGIS Head Office Lafia or the Karu Service Center along with a Receipt of payment for a prime charge or mailed to NAGIS Office as well.

Applicants whose documents have been cleared by the Vetting and Cadastral Units will receive an Acknowledgement Letter within 45 minutes of submission, while Applicants whose documents are not cleared will be issued an Incomplete Application Notice telling them of the affected document(s) to be rectified.

Notifications would be made within 45 minutes of the submission of documents.

Step 5; Advanced (Subject to Applicants Request 15 working days after booking)

1. Applicants are required to book for site inspection visit free of any charge, with the assigned Town Planner resident at the NAGIS Service Center Karu or NAGIS Head Office Lafia or Ministry of Lands and Urban Development Area Offices or call 0805 482 2552, 0703 267 7637.
2. Property must be surveyed by Staff of the Office of the Surveyor General of the State) or any private registered surveyor that is registered with the state. The survey fee is backed by the Nigerian Institute of Surveyors Professional Scale of Fee 2008 attached [here](#)
3. A site or property with a plot above 0.5 Hectares will require Site Development Plan (SDP) and or Environmental Impact Analysis (EIA) depending on its purpose. This is done by a registered professional Planner with Professional fees attached and vetted by the Planning Department of the Ministry of Lands and Urban Development.
4. Issuance of planning permission by the Director of Planning, Ministry of Lands and Urban Development after a recommendation from the Town Planner that inspected the site.

Step 6: Notification of RofO Registration Status (5 working days after Issuance of planning permission): All successful Applicants are notified via phone calls, text, or email of the status of their RofO registration. And they received a copy of their statutory bills, which includes Premium Development, charting fee, and Ground Rent; generated with an invoice number payable through www.nasarawaiqr.com as the method above. If applicants do not hear from the Nasarawa Geographic Information Service within a week of the issuance of planning permission from the Director of Planning, they are required to contact our Service Center or Head office. Applicants who have successfully collected RofO are advised to start the process of obtaining CofO immediately.

Statutory Certificate of Occupancy (CofO) Registration Process

Step1: Documentation required (within minutes)

Applicants who have successfully received their RofO are expected to only fill and sign an Acceptance letter at the NAGIS Head office Lafia or Karu Service Center for terms and conditions which allow the Agency to print white copy of CofO for vetting by the Surveyor General's office.

Step 3: CofO Form Printing (Depending on available Forms printed, 7 days)

CofO forms for cleared white copies are printed and sent back to Surveyor General's office for his signature and seal, after which they are sent to His Excellency, The Executive Governor for his Signature.

Step 4: Registration (Depending on the number, within a day)

After the Governor's signature, Forms are sent to the office of the Deed Registrar for his signature, seal, and registration in the Deed Registry.

Step 5; CofO collection (Within Minutes)

Notifications are sent via phone calls, text, and emails for CofO sent from the Deed Registrar and ready for collection.

All outstanding charges must be settled before collection and fees are payable through the Nasarawa State Central Billing System

www.nasarawaigr.com following the process below

- Visit www.nasarawaigr.com
- Click make payment, if you are making a one-time payment to fulfill all amounts on an already generated payment, or click 'generate invoice' if making a part payment and follow a similar step as when making payment for RofO.

Steps to generate a new invoice to pay for outstanding fees are

- Click generate invoice
- Search GROUND RENT (MINISTRY OF LANDS/NAGIS)'.
- Click PROCEED
- Create PAYER PROFILE by entering details of applicant and PROCEED
- An applicant invoice ID is instantly given.
- Enter the right amount to pay.
- Click Confirm Invoice.
- Make payments using this invoice number as the account number.
- Download and print receipt.

If making a payment with already generated invoice, the steps below are to be followed;

- Enter Bank 3D Invoice Number (BIN) which is a unique number that is at the top right of the Account statement given to you.
- In place of amount, enter the full amount as on the Account statement received from the NAGIS office
- Make payment using invoice number which is applicant's **BIN:******* as an account number using any convenient payment method (e.g Bank transfer, POS, online banking etc). Follow steps to make the final payment to the bank (Parkway Ready Cash as bank name).
- Download Payment Receipt.

Step 6; Conveyance and scanning (Within minutes)

Conveyances for CofO collected are scanned as proof for collection.

Note: While processing land title, an applicant is equally expected to interface with the Ministry of Lands and Urban Development which also hosts the Office of the Surveyor-General of the state. The Ministry is located along Jos Road, Opposite the Federal Secretariat, Lafia and can be contacted on 08032783836

Office Hours: 8:00am - 4:00pm (Mondays – Fridays)

1.0 LAND ADMINISTRATION FEES AND RATES

1.1 Application and Processing Fees: (approved Amendments)

The computerization of the MLSTP with the new NAGIS System brings in the Opportunity to speed up the Processing of C-of-O and Land Revenue. For the System based Standard calculation of Bills and faster Revenue, some of the former Rates for the manual based calculation need to be changed or combined.

The proposed Land Application Fees should enhance a secure and fast Land Application Process and avoid misuse of documents. The free Land Application Forms has to be submitted with a Bank-Teller or E-Payment Teller to the MLUD / NAGIS or Nasarawa State Ministry of Finance Lands Revenue Account. The proposed Rates for Land Processing are including the former Form Fee as well as the former R-of-O Preparation Fee and former Site Inspection Fee.

The valuation of Land Application Processing Fee comes now by the **Type of Applicant** and not anymore by the Land-use of the Plot of Land.

Subject	Old Fees (before Feb 2012)		Former Fees (approved Feb 2012)		Current Fees NAGIS System (approved 5. Oct 2013)	
	Residential	Commercial	Residential	Commercial	Individual	Organizational
Land Application Form Fees	Private: 500 Corporate: 1,000 Industries: 1,500	Private: 500 Corporate: 1,000 Industries: 1,500	Private: 2,000 Corporate: 5,000 Industries: 5,000	Private: 2,000 Corporate: 5,000 Industries: 5,000	FREE	FREE
Land Processing Fees (non refundable)	Residential: 2,000 Res. Estate: 3,000 Filling Stat.: -- Priv.School: -- <u>Industries:</u> Light: 5,000 Heavy: 5,000 Mining/ Quarry: 10,000 Voluntary Org. <u>Dev Charges:</u> Residential: 2,500	Residential: 3,000 Res. Estate: 3,000 Filling Stat.: 3,000 Priv.School: 3,000 <u>Dev Charges:</u> Residential: 3,500	Residential: 5,000 Res. Estate: 10,000 + additional <u>Industries:</u> Light: 5,000 Heavy: 5,000 Mining/ Quarry: 10,000 Voluntary Org. 75% of Application <u>Dev Charges:</u> N 10.00 / m ²	Com Activity: 10,000 Res. Estate: 2000/Ha Filling Stat.: 50,000 Priv.School: 10,000 <u>Dev Charges:</u> N 25.00 / m ² Farm 50k/ m ²	Old Rates Sum: Form 2,000 Processing + 5,000R-of-O Fee + 5,000 Site Inspection + 3,000 = 15,000 New Processing Fee includes: New Form-Fee, Processing Fee' R-of-O Prep.-Fee, PRIVATE 15,000 (Dev. Charges are included in R-of-O Bill)	Old Rates Sum: Form 5,000 Processing. +10,000R-of-O Fee + 5,000 Site Inspection + 3,000 = 23,000 New Processing Fee includes: New Form-Fee, Processing Fee' R-of-O Prep.-Fee, Corporate 30,000 Institutional 20,000 NGO 10,000 Governmental free Diplomatic 50\$ (Dev. Charges are included in R-of-O Bill)
R-of-O Fee	3,000	3,000	5,000	5,000	included	included
Site Inspection Fee (TP)	200	200	3,000	3,000	included	included

1.2 Development Charge Rates for the automated R-of-O Bill calculation in the NAGIS Land Information System

The Rate is given by the Land-Use / Purpose Clause in the different Zones and will be multiplied by the Size (LU/Zone = Rate * m²).

Special Rates for **Commercial Business District (CBD)** applies only for Commercial Uses or Commercial related Uses like Mix-Use and Industrial. The increased Proposed Rates are meant to compensate the Reduction of the Application Fee.

Development Charge Rate in Naira per m²

Land-Use / Purpose Clause	CBD			Zone A			Zone B			Zone C			Zone D		
	old	past	current	old	past	current	old	past	current	old	past	current	old	past	current
Private Residential	2.5	10	18	2.5	10	18	2.5	10	15	2.5	10	12	2.5	10	10
Staff Quarter / Lifecamp	3.5	10	18	2.5	10	18	2.5	10	15	2.5	10	12	2.5	10	10
Government Residential	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Commercial (Residential Housing Estate)	3.5	25	35	3.5	25	30	3.5	25	28	3.5	25	26	3.5	25	25
Commercial Activity (not specified)	3.5	25	35	3.5	25	30	3.5	25	28	3.5	25	26	3.5	25	25
Commercial (Shopping Complex, Shop, Market)	3.5	25	35	3.5	25	30	3.5	25	28	3.5	25	26	3.5	25	25
Commercial (Petrol Filling Station)	3.5	30	45	?	30	45	?	30	40	?	30	40	?	30	40
Mix Use / Multifunctional	3.5	25	35	3.5	25	30	3.5	25	28	3.5	25	26	3.5	25	25
Industrial (Heavy Industry)	3.5	25	35	3.5	25	30	3.5	25	28	3.5	25	26	3.5	25	25
Industrial (Light Industry)	3.5	25	35	3.5	25	30	3.5	25	28	3.5	25	26	3.5	25	25
Industrial (AGRO Industry)	3.5	25	35	3.5	25	30	3.5	25	28	3.5	25	26	3.5	25	25
Public Institution (Government Educational Inst.)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Institution (Government Offices)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Institution (Educational Use)	3.5	25	30	3.5	25	27	3.5	25	25	3.5	25	23	3.5	25	20
Public Institution (Religious Institution)	3.5	25	30	3.5	25	27	3.5	25	25	3.5	25	23	3.5	25	20
Public Institution (Health Facilities)	3.5	25	30	3.5	25	27	3.5	25	25	3.5	25	23	3.5	25	20
Public Institution (NGO / Voluntary Org.)	3.5	25	30	3.5	25	27	3.5	25	25	3.5	25	23	3.5	25	20
Public Utility Unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Agriculture (Horticulture / Farming)	0	0.5	1.5	0	0.5	1.5	0	0.5	1	0	0.5	0.5	0	0.5	0.5
Recreational (Parks / Entertainment)	3.5	25	35	3.5	25	30	3.5	25	28	3.5	25	25	3.5	25	25
Transportation (Motor Park / Lorry Trailer Park)	3.5	25	35	3.5	25	35	3.5	25	28	3.5	25	25	3.5	25	25

1.3 Ground Rent Rates for the automated R-of-O Bill calculation in the NAGIS Land Information System

The Rate is given by the Land-Use / Purpose Clause in the different Zones and will be multiplied by the Size (LU/Zone = Rate * m²).

Special Rates for **Commercial Business District (CBD)** applies only for Commercial Uses or Commercial related Uses like Mix-Use and Industrial.

Proposed increase on Ground Rent Rate in Naira per m²

Land-Use / Purpose Clause	CBD			Zone A			Zone B			Zone C			Zone D		
	old	past	current	old	past	current	old	past	current	old	past	current	old	past	current
Private Residential	0.5	5	8	0.5	5	8	0.5	4	7	0.1	3	5	0.05	2	3
Staff Quarter / Lifecamp	0.5	5	8	0.5	5	8	0.5	4	7	0.1	3	5	0.05	2	3
Government Residential	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Commercial (Residential Housing Estate)	1	10	25	1	8	20	0.6	6	15	0.6	6	10	0.2	4	6
Commercial Activity (not specified)	1	10	25	0.6	8	20	0.6	6	15	0.6	6	10	0.2	4	6
Commercial (Shopping Complex, Shop, Market)	1	10	25	0.6	8	20	0.6	6	15	0.6	6	10	0.2	4	6
Commercial (Petrol Filling Station)	1	20	55	?	20	55	?	20	50	?	20	50	?	20	50
Mix Use / Multifunctional	1	10	22	0.6	8	20	0.6	6	15	0.6	6	10	0.2	4	6
Industrial (Heavy Industry)	1.2	2.5	8	1.2	2.5	5	1.2	2.5	4	1.2	2.5	4	1.2	2.5	3.7
Industrial (Light Industry)	0.6	1.5	5	0.6	1.5	3	0.6	1.5	2.5	0.6	1.5	2.5	0.6	1.5	2.2
Industrial (AGRO Industry)	0.2	2.5	5	0.2	0.5	3	0.2	0.5	2.5	0.2	0.5	2.5	0.2	0.5	2.2
Public Institution (Government Educational Inst.)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Institution (Government Offices)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Institution (Educational Use)	0.5	7.5	10	0.5	6	8	0.5	4.5	6	0.5	4.5	6	0.5	3	4
Public Institution (Religious Institution)	0.5	7.5	10	0.5	6	8	0.5	4.5	4.5	0.5	4.5	4.5	0.5	3	3
Public Institution (Health Facilities)	0.5	7.5	8	0.5	6	6	0.5	4.5	6	0.5	4.5	6	0.5	3	4
Public Institution (NGO / Voluntary Org.)	0.5	7.5	10	0.5	6	8	0.5	4.5	6	0.5	4.5	6	0.5	3	4
Public Utility Unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Agriculture (Horticulture / Farming)	0.00001	0.01	0.1	0.00001	0.01	0.1	0.00001	0.01	0.05	0.00001	0.01	0.03	0.00001	0.01	0.02
Recreational (Parks / Entertainment)	1	10	20	6	8	18	6	6	10	6	6	10	2	4	6
Transportation (Motor Park / Lorry Trailer Park)	1	10	20	6	8	18	6	6	10	6	6	10	2	4	6

1.1 a Reasons to Review the Property Registration Application Process

For a more easier and faster Revenue with the NAGIS LIS automated Revenue System, some changes has to be made for the Application Processing. The Land Process is for lager and small Plots the same Procedure and as well as the Land Use should not make the difference in the Amount for Application. Application Processing Fees should be paid by the nature of the Applicants body like Corporate Companies, Private Individuals, Institutions or Diplomatic.Note:

- easier and faster Application Process necessary,
- combining Fees to simplify the Application and Registry Process (Form Fee, Processing Fee, R-of-O Fee, Site Inspection Fee are combined)
- Reduction for big Plots should encourage specially the Corporate with big Plots to apply sooner for to Registration, (increase of Development Levy)
- Flat Rates ensure a faster and more simple Payment procedure,
- Free Application Forms encourage Property Owner to apply sooner (free entrance concept)
- Free Application Forms also reduce the cost by the MLUD (Applicants can copy the Forms by them self, as well as changes are easily implementedwithout wasting existing Forms, no Stock holding),
- The new Forms are more detailed,
- Payment and Form can be submitted together with Required Documents to the same time (no calculation of Fees by plot size necessary),

1.2 a Reasons to Review the Standard Development Charge (Development Levy, DL)

To cover the smaller Income from lager plots by the Application Process, the Development Charge has to be increased with few Naira. For a more fair charge the Rates are reviewed to charge also according to the value of the Land in the different Zones and according to the Land Use. Therefore the Rates inthe Rural Areas get reduced while in Urban Areas increased. The Development Levy will be billed together with other Fees in the R-of-O Bill (see 1.4).

Note:

- fair way to charge the Property Owners according to the value of the Land between Urban and Rural Areas,
- fair charges by a more detailed conception of the Land Use description (Office <=> Hotel <=> PFS <=> Moto-Parks <=> Recreation e.g.)
- the Total Increase are in the Range of 1 to 5 Naira per Square Meter for most Uses in the Zone A and B only,
- Petrol Filling Station (PFS) get higher Increase in all Zones (from 30 to 40 Naria per sqm),
- Reduction in Rural Areas (Zone D),
- no changes in Zone C,
- Major Roads Corridors and selected Markets are assigned to be Commercial Business District (CBD) and the DL and GR for Commercial Activitiesare higher than in other Areas to avoid the high concentration along those places,
- To cover the less Income in the easier Application Process for the large Sized Plots,
- Development Levy in Nasarawa State are not to compare the FCT Premium because of less Infrastructure Development,
- Premium Charges are applicable for new Government Layouts and apply to selected Districts / Cadastral Zones (Rates to be defined by Layouts),
- Zone A has been adjusted around the developed Areas only and massive reduced. Therefore less numbers of Plots are within Zone A.
- Adaption of Change of Naira value and Inflation

1.3 a Reasons to Review the Ground Rent Rates (GR)

To separate Commercial Uses with higher Income from ordinary Residents with low income and those who serve the State like Institutions as well as local Farming from Industrial Production it is necessary to make a more detailed distinctions.

Note:

- 5 years Rent Revision is optional,
- The increase takes place for Residential Use with 50% in all Zones,
- Commercial and Industrial Uses are increased by 50% in Zone B, C and D and 100% in CBD and Zone A,
- No changes to Religious Institutions
- Nasarawa State Ground Rent can be valued closer to the FCT Ground Rent Rates only outside of the FCC because of a similarity of the Areas,
- the CBD concept is also assigned for Ground Rent Rates along the Major Roads and selected Markets for Commercial Uses,
- Zone A has been adjusted around the developed Areas only and massive reduced. Therefore less numbers of Plots are within Zone A.
- Adaption of Change of Naira value and Inflation

(Aa) New Government Layouts

The Rates and the Application for the Processing should be separated from Property Registration of Customary or Traditional Titles.

Application for Plot of Land from Government Layouts (Land Allocation)

Note:

- free new Application Form and Application Fees different from Property Registration,
- compiled Fees are included in one Amount,
- Allocation by the MLUD and the Governor (compiled Land Approvals)

Development Charge

- Premium can take place instate of Development Levy to cover the higher Investment for the Infrastructure,
- Premium Rates are higher than Development Levy and includes the Planning Cost for the new Layouts as well as Infrastructure,

Ground Rent

- should be similar to the Zone Concept and close to the General Ground Rent Rates of the State,
- new Layouts can be assigned to be in Zone A as Urban Area even they are just planned in view of a fast development,

1.4 Automated R-of-O Bill from the NAGIS Land Information System

To implement a faster compact billing and Register of the Property it is necessary to compile several Fes in the new R-of-O Bill. The R-of-O Bill will be issued together with new Right-of- Occupancy and the Acceptance Letter of Terms. The Rates and Fees are applicable to the Year of the R-of-O (Commencement Date max. 2 Month after R-of-O). Following Fees are included in the R-of-O:

Ground Rent of the remaining Days of the Year: The Rate is related to the Land-Use and Zone and multiplied by Size in m²
(Only the year of the R-of-O. GR has to be paid in advanced. Demanding for GR comes at a separate Ground Rent Demand)

Development Charge / (Premium): The Rate is related to the Land-Use and Zone and multiplied by Size in m²

C-of-O Registration Fee: 1,000 Naira

C-of-O Preparation Fee: **5,000 Naira** (to cover the cost of the new secured C-of-O Form)

Survey Fee: **1.5 Naira per m² + 1,500 Naira** (includes GIS Processing, Charting and Processing of Title Deed Plan)

Improvement: applied by the Land Owner or imposed by the MLUD (minimum Standard Amount)

Rent Revision: every 5 Years

You may wish to please refer to the above Right of Occupancy granted in your favour with the particulars shown below:

Plotnumber:	19054	Plot Size:	3276.96m²
District / L.G.A.:	KORODOMA	Rent Rate:	₦ 20.00/m²
Lease Term:	99 YEARS	Rent per Annum:	₦ 65,539.20
Date Issued:	08/07/2013	Date of Expiration:	08/07/2112

The Rent and Fees payable are made up as follows:

General Landuse:	COMMERCIAL	Purpose:	PETROL FILLING STATION
Rent from:	08/07/2013	to	31/12/2013 (176 DAYS):
			₦ 31,602.46
C-of-O Preparation Fee:	₦ 5,000.00	Registration Fee:	₦ 1,000.00
Survey Fee and Cost of Plan:	₦ 4,776.96	Dev.Charge / Prem. (30.00/m ²):	₦ 98,308.80
Less amount deposited:		-	₦ 0.00
You are therefore requested to pay the TOTAL of:			₦ 140,688.00

1.5 Ground Rent Demand

The Ground Rent is related to the Land-Use and Zone and multiplied by Size in m²

Ground Rent has to be paid by the Land Owner in advanced. A Penal Rent of **5%** will be added of the Ground Rent Fee of the Year after March of the Due Year. A Ground Rent Demand will be issued.

Rent Revision of the Ground Rent is advised by every 5 Years.

1.6 Amendments Zones and Commercial Business Districts

In View of the different Value of Land in various Parts of State, the Zoning System determines the Rates for Ground Rent and Development Charges.

The Following 6 Urban Areas has been defined:

Lafia Urban Area, Karu Urban Area, Keffi Urban Area, Nasarawa Urban Area, Akwanga Urban Area, Doma Urban Area, Kokona Urban Area (Garaku)

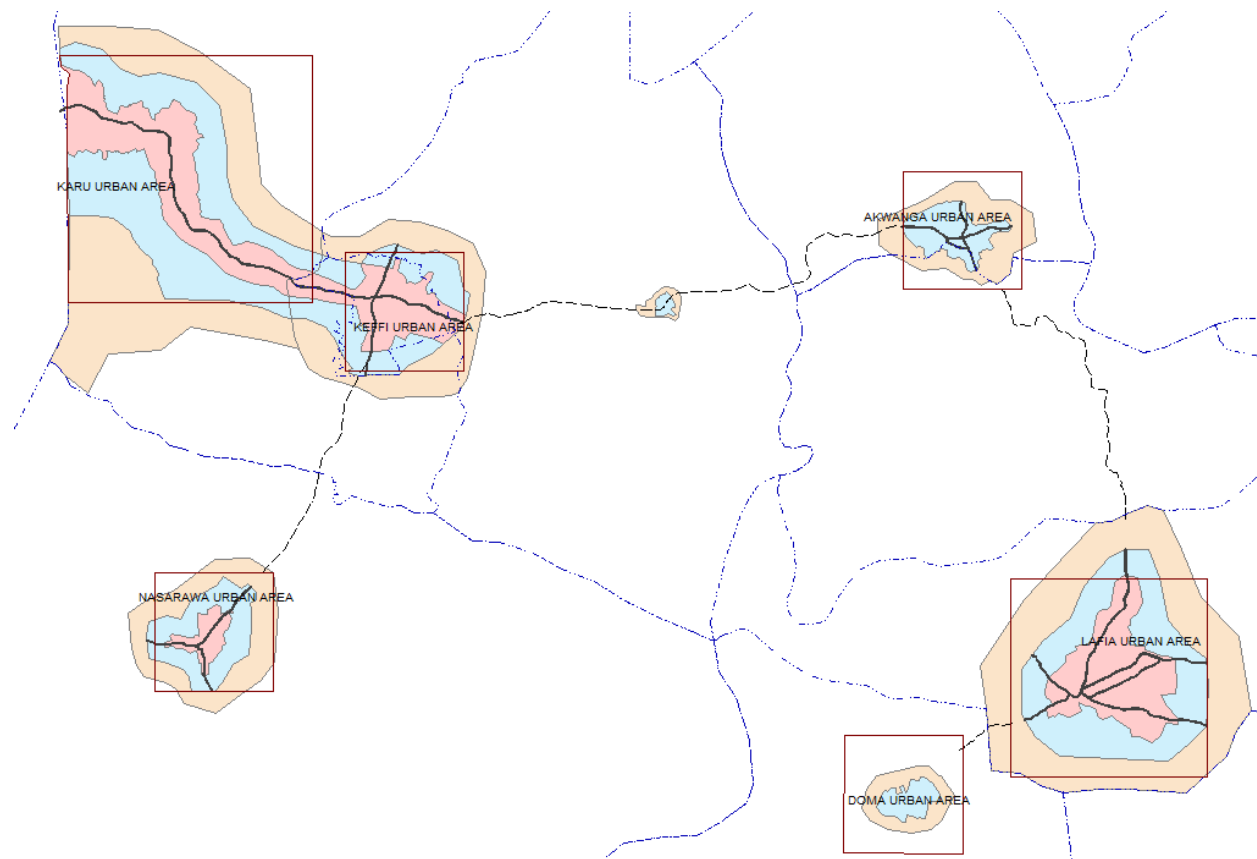
The Following Zones has been defined:

ZONE A : Lafia Urban Area, Karu Urban Area, Keffi Urban Area, Nasarawa Urban Area **ZONE B**

: Akwanga Urban Area, Doma Urban Area, Kokona Urban Area (Garaku) ZONE C : Other

Urban Area not included in ZONE A and B

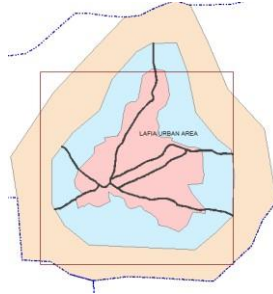
ZONE D : Rural Areas



1.7 The Commercial Business Districts (CBD) are following Urban Area Zone A and Zone B

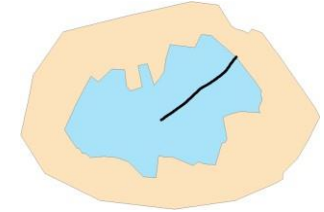
Lafia Urban Area Zone A and Zone B

- UAC Road
- Doma Road
- Abuja Road
- Shendam Road
- Jos Street
- Makurdi Road



Akwanga Urban Area Zone B

- Lafia - Doma Road

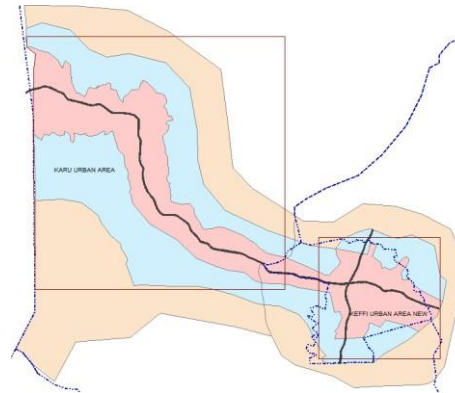


Karu Urban Area Zone A and Zone B

- Abuja - Keffi Expressway

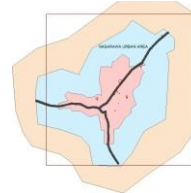
Keffi Urban Area Zone A and Zone B

- Keffi - Abuja Expressway
- Keffi - Akwanga Road
- Kaduna Road
- Nasarawa Road



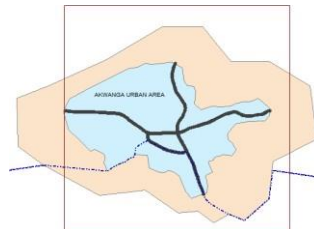
Nasarawa Urban Area Zone A and Zone B

- Keffi Road
- Abaji Road



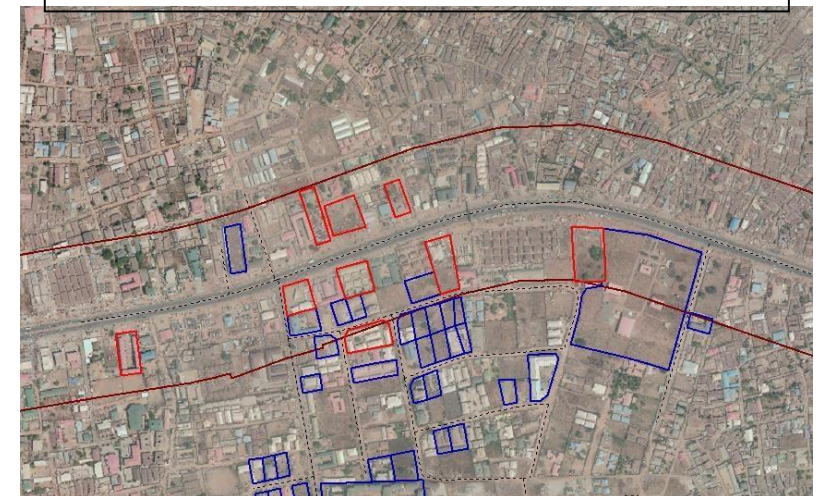
Akwanga Urban Area Zone B

- Akwanga - Keffi Road
- Lafia Road
- Akwanga Bypass
- Jos Road
- Wamba Road



The definition of the CBD Boundary in View of the Location along the Major Roads, is made by **a 150 m Buffer.**

Every Commercial Plot or Commercial related Plotlike Mix Use or Industrial within the Buffer or is touched by the Buffer will be charged with CBD Rate.



1.8 Misc Transaction

Consent to Assign		Naira
- Application Form		2,000
- Processing Fee		10,000
- Registration of Deed	3% consideration	
- Counterparts Copies		1,000

Consent Mortgage		
- Application Form		2,000
- Processing Fee		5,000
- Registration of Deed	3% consideration	
- Counterparts Copies		1,000
- Deed of Release		1,000

Consent Part Surrender		
- Application Form		2,000
- Processing Fee		50,000
- Processing Fee Estate per App.		200,000
- Registration of Deed	3% consideration	
- Counterparts Copies		1,000

Consent Sublease		
- Application Form		2,000
- Processing Fee		10,000
- Registration of Deed	3% consideration	
- Counterparts Copies		1,000

Power of Attorney		Naira
- Application Form		?????
- Processing Fee		?????
- Registration of Deed	3% consideration	
- Counterparts Copies		1,000

Change of Name (Ownership)		
- Application Form		?????
- Processing Fee		5,000

Additional		
Voluntary Surrenders		2,000
Conditional / Part Surrender	3% consideration	
Devolution Order		1,000
Registration related to Sublease or Sub-under lease	3% consideration / Annum Reg. of Instrument or PFS	15%consideration

Replacements		
Replacement of R-of-O		20,000
Issuance of Fresh C-of-O or Repl.		100,000

1.9 Certified True Copy

- Certified True Copy of Registered Document	10,000
- Preparation of Certified True Copy / R-of-O	50,000
- Preparation of Certified True Copy / C-of-O	150,000

2.0 Search Fees

- Application Form for Search	2,000
- Search Fee	5,000
- Status Confirmation of Application	2,000

2.1 Application for Plot of Land (Government Layout)

- Private Individual	50,000
----------------------	--------

Organizational

- Commercial	80,000
- Institutional	65,000
- NGO	40,000
- Diplomatic	\$ 75

1.0 LAND ADMINISTRATION FEES AND RATES

1.1 Application and Processing Fees: (proposed Amendments)

The computerization of the MLSTP with the new NAGIS System brings in the Opportunity to speed up the Processing of C-of-O and Standard calculation of Bills and faster Revenue, some of the former Rates for the manual based calculation need to be changed or corrected. The proposed Land Application Fees should enhance a secure and fast Land Application Process and avoid misuse of documents. The fees to be submitted with a Bank-Teller or E-Payment Teller to the MLUD / NAGIS or Nasarawa State Ministry of Finance Lands Revenue. The proposed Land Processing Fees are including the former Form Fee as well as the former R-of-O Preparation Fee and former Site Inspection Fee. The valuation of Land Application Processing Fee comes now by the **Type of Applicant** and not anymore by the Land-use of the Plot.

Subject	Old Fees (before Feb 2012)		New Fees (approved Feb 2012)		Individual
	Residential	Commercial	Residential	Commercial	
Land Application Form Fees	Private: 500 Corporate: 1,000 Industries: 1,500	Private: 500 Corporate: 1,000 Industries: 1,500	Private: 2,000 Corporate: 5,000 Industries: 5,000	Private: 2,000 Corporate: 5,000 Industries: 5,000	FREE
Land Processing Fees (non refundable)	Residential: 2,000 Res. Estate: 3,000 Filling Stat.: -- Priv.School: -- <u>Industries:</u> Light: 5,000 Heavy: 5,000 Mining/ Quarry: 10,000 Voluntary Org. <u>Dev Charges:</u> Residential: 2,500	Residential: 3,000 Res. Estate: 3,000 Filling Stat.: 3,000 Priv.School: 3,000 <u>Industries:</u> Light: 5,000 Heavy: 5,000 Mining/ Quarry: 10,000 Voluntary Org. 75% of Application <u>Dev Charges:</u> Residential: 3,500	Residential: 5,000 Res. Estate: 10,000 + additional <u>Industries:</u> Light: 5,000 Heavy: 5,000 Mining/ Quarry: 10,000 Voluntary Org. 75% of Application <u>Dev Charges:</u> N 10.00 / m ²	Com Activity: 10,000 Res. Estate: 2000/Ha Filling Stat.: 50,000 Priv.School: 10,000 <u>Dev Charges:</u> N 25.00 / m ² Farm 50k/ m ²	Old Rates Sum: Form 2,000 Processing + 5,000 R-of-O Fee + 5,000 Site Inspection + 3,000 = 15,000 New Processing Fee includes: New Form-Fee, Processing Fee, R-of-O Prep.-Fee, PRIVATE 15,000 (Dev. Charges are included in R-of-O Bill)
R-of-O Fee	3,000	3,000	5,000	5,000	included
Site Inspection Fee (TP)	200	200	3,000	3,000	included

Handwritten signature: M. J. ...

STATISTICS OF CERTIFICATE OF OCCUPANCY ISSUED BY THE NASARAWA STATE MINISTRY OF LANDS AND URBAN DEVELOPMENT/ NASARAWA GEOGRAPHIC INFORMATION SERVICE

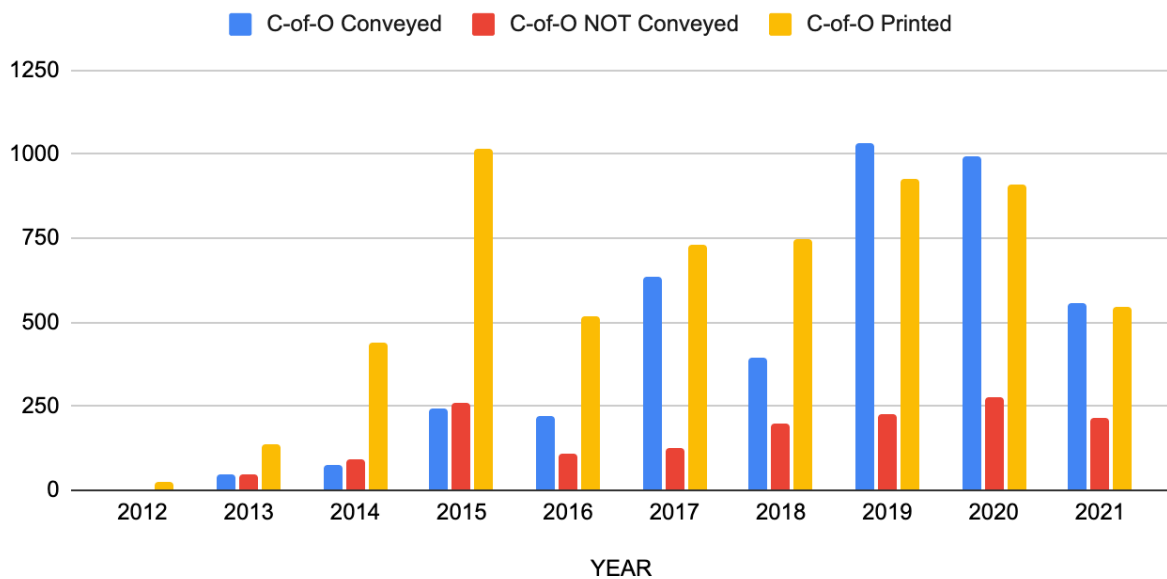
Certificates of Occupancy (CofO) Issued From 1st January 2012 - 31st December 2021 All Digitized.

S/N	YEAR	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Total
1	C-of-O Issued	0	50	77	242	222	634	396	1,031	996	557	4206
2	C-of-O NOT Issued	4	50	91	261	109	126	201	228	279	214	1565
3	C-of-O Printed	23	135	442	1,014	520	728	750	927	911	546	5999
	Total	27	235	610	1517	851	1488	1347	2,186	2186	1317	11770

*CofO issued: fully signed and successfully collected by the applicants

CofO not issued: fully signed but not collected by the applicants due to incomplete payment. CofO printed: application approved, CofO printed but not signed.

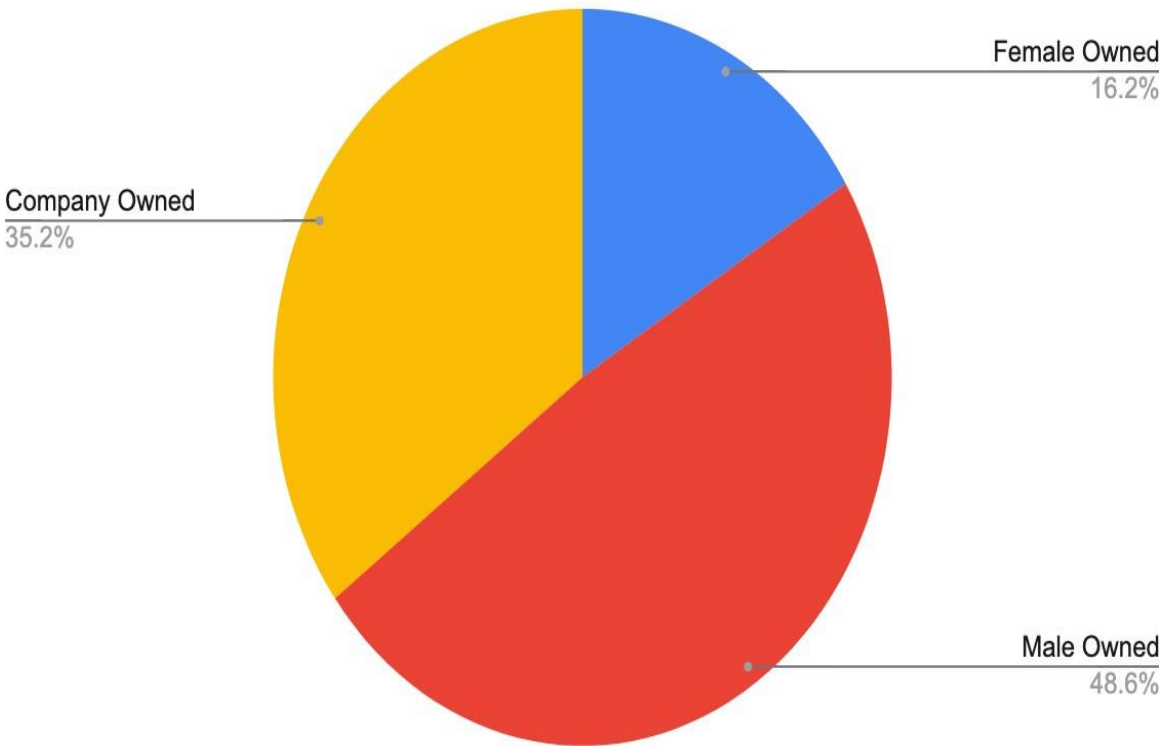
C-of-O Conveyed, C-of-O NOT Conveyed and C-of-O Printed



Ownership of Registered CofOs issued by Gender All Digitized

Ownership Type	Number of CofOs Issued			
	1st Jan 2012-31st Dec 2021			
Female Owned	1906			
Male Owned	5712			
Company Owned	4146			

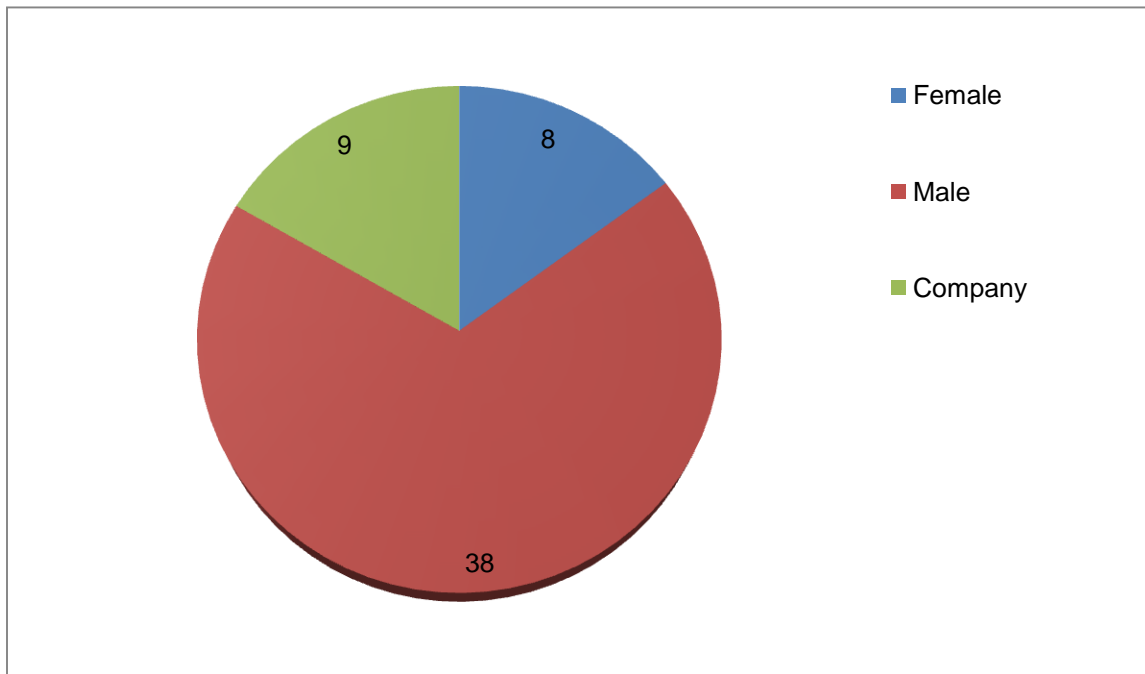
Ownership Type



CofO Jan 2021 and Dec 2021 all digitized for gender:

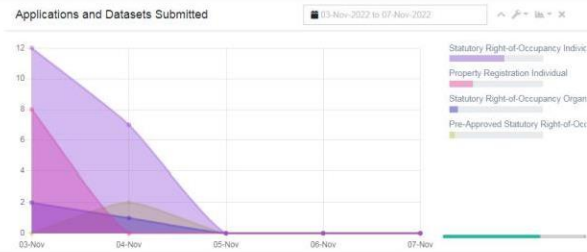
Female Owned	83
Male Owned	383
Company Owned	93

*Company owned is not registered in a gender. CofOs are not issued as co-owned by Mr and Mrs.



Signed
Director-General
Nasarawa Geographic Information Service
NAGIS Head Office, Jos Road Lafia, and
NAGIS Service Center Karu, Nasarawa State

Unique Users 44 -2% From Last Month	Applications Created 67 39% From Last Month	Beacons Digitized 93 32% From Last Month	Plot Matches 26 8% From Last Month	Offers Generated 35 -44% From Last Month	Invoices Generated 33 -85% From Last Month	Revenue Generated 30.8 M -47% From Last Month	C-of-O Printed 70 233% From Last Month	C-of-O Conveyed 0 -100% From Last M...	Average Days per C... 689.79 41% From Last Month
--	--	---	---	---	---	--	---	---	---



Assigned Files

File No	Assigned by	Date	Page	Subject
No data available in table				

Showing 0 to 0 of 0 entries

Users

--- No data recorded on this indicator yet ---

Top Performers (Applications)

--- No data recorded on this indicator yet ---

- ### Recent Announcements
- Merlin 2,241 Released
 - Merlin 2,210 Released
 - Merlin 2,110 Released
 - Merlin 2,101 Released
 - Merlin 2,100 Released
- [See More...](#)

Links and Resources

- Doc Centre
 - Document Center

Advanced Search

File Criteria

File Number:

File Alias:

File Status:

File Remark Type:

Land Use:

Purpose of Use:

Party Name:

Application Criteria

Application Status:

Created By:

Request Type:

Assigned User:

File Number	Creation Date	Alias	Owner Name	Status	
NS 16861	30-Aug-2012	NS 16861	IDI SANI	Open	
NS 00068	30-Aug-2012	NS 068	MUHAMMAD ALIYU CIROMA	Open	
NS 00067	30-Aug-2012	NS 067	MUHAMMADU ALIYU	Open	
NS 00066	30-Aug-2012	NS 066	ADAMU MUHAMMAD RAMALAN	Open	
NS 00065	30-Aug-2012	NS 065	JAMES A. ENVULLU	Open	
NS 00064	30-Aug-2012	NS 064	AGIDI IWALA	Open	
NS 00063	30-Aug-2012	NS 063	SOLOMON Z. LABAFILED	Open	
NS 00061	31-Aug-2012	NS 061	ARI OYIGE	Open	
NS 00060	31-Aug-2012	NS 060	MONICA DAUDA	Open	
NS 16491	31-Aug-2012	NS 16491	A. A. RANDO NIGERIA LIMITED	Open	

Total Number of Results: 40156

← → ↻ nagsilas/MerlinLAS/Search/AdvancedApplicationSearch?mode=files#page=4015

File Search Bulk Operations Other Tools DMS Billing Tools Customer Service Home Welcome AMINU! Log off

Advanced Search

File Criteria

File Number:

File Alias:

File Status:

File Remark Type:

Land Use:

Purpose of Use:

Party Name:

Application Criteria

Application Status:

Created By:

Request Type:

Assigned User:

Search Applications Search Files

File Number	Creation Date	Alias	Owner Name	Status
NS 46780	04-Nov-2022		TIAMIYU OYEKUNLE AJAYI	Open
NS 46781	04-Nov-2022		ALHAKAM HOLDING LIMITED	Open
NS 46782	04-Nov-2022		HASSAN MUHAMMAD LIMAN	Open
NS 46783	04-Nov-2022		ADENIYI ADESOLA ADUWO	Open
NS 46784	04-Nov-2022		ONUCHE OKPANACHE	Open
NS 46785	04-Nov-2022		ONUCHE OKPANACHE	Open
NS 46786	04-Nov-2022		MERCY WAYAS	Open
NS 46787	04-Nov-2022		RUTH OYIWODU OCHE	Open
NS 46788	07-Nov-2022		EDWIN CHIOKE OBUEGBE	Open
NS 46789	07-Nov-2022		NANMAR SUNDAY LAKAN	Open

Prev 1 2 ... 4012 4013 4014 4015 4016 Next

Total Number of Results: 40156

Export

← → ↻ nagsilas/MerlinLAS/

File Search Bulk Operations Other Tools DMS Billing Tools Customer Service Home Welcome AMINU! Log off

Unique Users: **44**
-2% From Last Month

Applications Created: **67**
39% From Last Month

Offers Generated: **35**
-44% From Last Month

Invoices Generated: **33**
-48% From Last Month

Revenue Generated: **30.8 M**
-47% From Last Month

C-of-O Printed: **70**
223% From Last Month

C-of-O Conveyed: **0**
-100% From Last M...

Average Days per C...: **689.79**
41% From Last Month

Applications and Datasets Submitted

Assigned Files

File No	Assigned by	Date	Page	Subject
No data available in table				

Showing 0 to 0 of 0 entries

Users

Top Performers (Applications)

--- No data recorded on this indicator yet ---

Recent Announcements

- Merlin 2.241 Released
- Merlin 2.210 Released
- Merlin 2.110 Released
- Merlin 2.101 Released
- Merlin 2.100 Released

See More...

Links and Resources

- Doc Centre
- Document Center

Report Management

Output Type: **Statistics** Data Report Type: **Daily** Monthly Yearly From Date: 01-Jan-2012 To Date: 31-Dec-2021

Request Type: Application for Allocation Individual Result Criteria: C-of-O Conveyed File Status: Open Total Types: Nothing selected

Export Report Search

Category	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Certificate of Occupancy	0	50	77	242	222	634	396	1,031	996	557
Total C-of-O Conveyed	0	50	77	242	222	634	396	1,031	996	557

Plot Info Location Feature Info

Plot Number: 37176
 Plot Number Old: NS 37176
 Plot No Lay: NS 37176
 File No Land: NS 37176
 General Land Use: RESIDENTIAL
 Detailed Land Use: MEDIUM DENSITY
 Purpose: PRIVATE RESIDENTIAL
 Area: 2418.63000000
 Development Status: UNDEVELOPED
 Document: \nags\607\link\NS 30000-39999\NS 37176
 Surveyed By: Pairs Geotechnic Ng Ltd (Registered Surveyors)
 Surveyed Date: 2016-12-01 05:00:00
 General Landuse Abr: RES
 Detailed Landuse Abr: MD
 Purpose Abr: PRUR
 Remarks: KAUU
 Surveyed Status: Usage
 Plot Number SPRP: NULL
 Plan Number: NULL
 Allocation Status: cofcCollected
 File Number: NS 37176

HHQGIS Search
 Layer: cad1_garcol_main
 Attribute(s): plot_no
 Comparison: =
 Value: 37176
 Search: 37176

The screenshot displays a GIS application interface. The top portion shows a map with a 'Data Source Manager - PostgreSQL' window open, listing various spatial data layers such as 'ca01_parcels_main', 'ca02_parcels_main_parcels', and 'ca03_parcels_history'. The bottom portion shows a 'Report Management' dashboard with the following configuration:

- Output Type:** Statistics, Data
- Report Type:** Daily, Monthly, Yearly
- From Date:** 01-Jan-2021
- To Date:** 31-Dec-2021
- Request Type:** Application for Allocation Individual
- Result Criteria:** C-of-O Conveyed
- File Status:** Open
- Total Types:** Nothing selected

The dashboard includes an 'Export Report' button and a 'Search' button. Below the configuration is a table showing the total number of 'C-of-O Conveyed' reports for each month from January to December 2021.

Category	Jan-2021	Feb-2021	Mar-2021	Apr-2021	May-2021	Jun-2021	Jul-2021	Aug-2021	Sep-2021	Oct-2021	Nov-2021	Dec-2021
Certificate of Occupancy	20	17	145	24	30	75	97	26	17	21	60	25
Total C-of-O Conveyed	20	17	145	24	30	75	97	26	17	21	60	25

For further information, contact the NAGIS Head Office Lafia, NAGIS Service Center Karu, or call 0805 482 2552, 0703 267 7637