



Version 7 NASARAWA GEOGRAPHIC INFORMATION SERVICE

APPLICATION FOR CONSENT TO SUBDIVISION Application Form for Private and Organisation Title Holder

This Form has to be submitted attached to the SRI or SRO Form with Details of the new Parties of the Subdivision Layout. Subdivision of Plot split the Plot only for the same Title Holder.

To apply for Subdivision of Plot under R-of-O File Number:

1. Application Date: Day / Month / Year 2. Application for: Private Organisation Agent

3. Applicant Name: Title / Firstname / Middlename / Lastname 4. Phone:

Details of the Root Title Holder, Details of the Property and Details of the Subdivision

5. Root Title Holder Name: !!! Title / Firstname / Middlename / Lastname !!! or !!! Name of Organisation, Company, School, Church e.g. !!!

6. Gender: Male Female 7. Date of Birth: (for private) 8. Registration Number (RC): if applicable (for organisation)

9. Nationality: (for private) 10. State of Origin: (for private) 11. Local Gov.:

12. House No: (7) Street Name: (Shendan Road)

District: (Bukan Sidi) City/Town: (Lafia) State: (Nasarawa)

Additional Address Information: (Rukuba Barracks)

13. Phone: 14. Email:

15. Property L.G.A.: (Lafia L.G.A.) 16. District: (Bukan Sidi) 17. Town: (Lafia)

18. Property Location and / or Plot Number:

19. Purpose for which the Land is used:

20. Parties and Parts of the Subdivision: (submit a SRI /SRO to apply for R-of-O or submit UCI / UCO to update each Parties File)

File Number	Plot No	Plot Size	Parties Applicant Name	Land Application submitted
			Root Title Holder	Day / Month / Year
			Root Title Holder	Day / Month / Year

21. Applicant Signature:

Type of Applicant	Processing Fee
Private Individual	10,000
Corporate / Company	10,000
Institutions (School, Church, Health)	10,000
Civil Society and Non Gov. Organisation (NGO)	10,000

PAYMENT MUST REFER TO THE CBS INVOICE NUMBER!

You can pay the Application Fee:

- online at www.nasarawaigr.com (CBS, Central Billing System), or
- with POS or Online Payment direct at NAGIS Service Centre, Karu, or
- with POS or Online Payment direct at NAGIS Head Office, Lafia

Short Application Guidelines and Key steps in the processing of an application for Consent to Deed of Sublease (SDV)

1. Private Individual or Organisation R-of-O Title Holder who wants to undertake a subdivision (into two parts only) must apply with this SDV form.
2. The applicant is also required to complete two SRI/SRO forms for the two parts (see conditions on the form).
3. Payment for the Processing Fee must be made Online in reference to the CBS Invoice Number or with POS or Online Payment in NAGIS (see details above).
4. The CBS Online Receipt or POS Receipt need to be submitted together with the completed application form and the required documents (see details above).
5. Proof of the applicants identity is required (see details above).
6. Proof of ownership for the property is required, such as R-of-O, C-of-O or a registered Assignment. **Subdivisions are possible only with Registered Titles!**
7. The Lease Term of the two new Titles will start from the Root Title Lease Term.
8. The land will need to be surveyed. The Office of the Surveyor General, Nasarawa or any Registered Surveyor can be contacted.
(existing survey data can be submitted to the Office of the Surveyor General in Lafia or NAGIS Service Centre, Karu)

(for more information get the full Application Guidelines from NAGIS Customer Service or www.nagis.org)

Declaration:
It is a punishable offence to provide any false information and / or make any false statements or claims when completing this form. Where it is subsequently discovered that a Certificate of Occupancy was issued based on false or inaccurate information, the Governor may at his sole discretion, revoke such Certificate of Occupancy. The Governor reserves the right to reject any application form not properly or fully completed and shall not incur any liability for any such rejection. The information you supply on this form is public knowledge may be published in the media.

NAGIS Helpline: 0805 482 2552 or 0703 267 7637

Completed forms, evidence of payment and documents can be returned to either:
NAGIS Head Office, Lafia or to the NAGIS Service Centre, Karu or to the Area Offices
of the Ministry Lands and Urban Development in Keffi, Nasarawa and Akwanga.

