



MPO
Application for Merger of Plot Organizational
Version 1

ZAMFARA STATE OF NIGERIA
ZAMFARA GEOGRAPHIC INFORMATION SYSTEM
APPLICATION FOR MERGER OF PLOT
Application Form for Organizations

(Please complete this form. Fill in **CAPITAL LETTERS** and tick the appropriate items. Read Instructions at the back page and refer to full Application Guidelines.)

1. Application Date: / / 2. Organization Type: Corporate/ Company Institution (School, Church, Health) Civil Society or Non Gov. Organization (NGO)

3. Name of Organization: _____

4. Registration Number (RC): _____ 5. Date of Registration: _____ 6. Local Government: _____

7. Contact Person: Designation: _____ Phone: _____
Title: _____ First: _____ Middle: _____ Surname: _____

8. Address of Organization / Company or Headquarter:
House No: _____ Street Name: _____
District: _____ City/Town: _____ State: _____
Country: _____ P.O./P.M.B: _____ C/O: _____
Additional Address Information: _____

9. Phone 1: _____ Phone 2 : _____ Phone 3: _____

10. TIN: _____ 11. E-mail: _____

12. Document of Demarcation submitted: Survey Data / Coordinates Survey Report Site- Plan TDP

13. Description of the Llocation of the Land: _____

14. L.G.A: _____ 15. Plot Size: _____ 16. Value of Improvement: _____

17. Lease Term required: _____ 18. Purpose for which the Land is used: _____
(from oldest Title max. 99 years) (from appropriate description see back page 18a)

19. Parties to merge: _____ (please attache a separate sheet if more than 8 Plots to be merged)

File Numbers	Plot No	Proof of Ownership (copies are required to be submitted)				Date of Ownership
		<input type="checkbox"/> Devolution Order	<input checked="" type="checkbox"/> Assignment	<input type="checkbox"/> Govt, Grant	<input type="checkbox"/> I'm original Owner	<u> / / </u>
		<input type="checkbox"/> Devolution Order	<input type="checkbox"/> Assignment	<input type="checkbox"/> Govt, Grant	<input type="checkbox"/> I'm original Owner	<u> / / </u>
		<input type="checkbox"/> Devolution Order	<input type="checkbox"/> Assignment	<input type="checkbox"/> Govt, Grant	<input type="checkbox"/> I'm original Owner	<u> / / </u>
		<input type="checkbox"/> Devolution Order	<input type="checkbox"/> Assignment	<input type="checkbox"/> Govt, Grant	<input type="checkbox"/> I'm original Owner	<u> / / </u>
		<input type="checkbox"/> Devolution Order	<input type="checkbox"/> Assignment	<input type="checkbox"/> Govt, Grant	<input type="checkbox"/> I'm original Owner	<u> / / </u>

20. Any comment: _____
Contact Person Signature: _____

24 a. Specify the Landuse or the Purpose Clause and copy the description to item 24 on the front page :

<input type="radio"/> RESIDENTIAL	<input type="radio"/> COMMERCIAL	<input type="radio"/> PUBLIC INSTITUTION	<input type="radio"/> INDUSTRIAL	<input type="radio"/> OPEN SPACE / GREEN AREA
<input type="checkbox"/> Private Residential	<input type="checkbox"/> commercialhousing estate	<input type="checkbox"/> Nursery School	<input type="checkbox"/> Quarry	<input type="checkbox"/> Play Ground / Picnic Area
<input type="checkbox"/> Staff Quarter / Life Camp	<input type="checkbox"/> Hotel	<input type="checkbox"/> Day Care	<input type="checkbox"/> Borrow Pit	<input type="checkbox"/> Recreation and Holiday Resort
	<input type="checkbox"/> Hostel	<input type="checkbox"/> Nursery & Primary School	<input type="checkbox"/> Mining / Minerals	<input type="checkbox"/> Amusement Park
	<input type="checkbox"/> Motel	<input type="checkbox"/> Primary School	<input type="checkbox"/> General Manufacturing	<input type="checkbox"/> Game Reserve / Zoo
	<input type="checkbox"/> Guest House (hospitality)	<input type="checkbox"/> Secondary School	<input type="checkbox"/> Metal or Wood Factory	<input type="checkbox"/> Sports Area
	<input type="checkbox"/> Restaurant / Fast Food	<input type="checkbox"/> University	<input type="checkbox"/> Paper, Chemicals, Textil	<input type="checkbox"/> Golf Course
	<input type="checkbox"/> Neighborhood Centra	<input type="checkbox"/> Research institute	<input type="checkbox"/> Stones, Sediment, Ceramics	<input type="checkbox"/> Equestrian Centre
	<input type="checkbox"/> Shopping Mall / Plaza	<input type="checkbox"/> Educational Instituion	<input type="checkbox"/> Water Packaging, Batting	<input type="checkbox"/> Country Club / Health Farm
	<input type="checkbox"/> Small Shops / Comer Shops	<input type="checkbox"/> Training / Vocation Cent. College	<input type="checkbox"/> Agro-Allied	<input type="checkbox"/> Neighborhood Park
	<input type="checkbox"/> District Market	<input type="checkbox"/> Clinic		<input type="checkbox"/> Recreational Centre
<input type="radio"/> MIXED USE	<input type="checkbox"/> Supermarket	<input type="checkbox"/> Hospital	<input type="radio"/> PUBLIC UTILITY UNIT	<input type="checkbox"/> Entertainment Complex
<input type="checkbox"/> Multi-Purpose	<input type="checkbox"/> Shopping Complex	<input type="checkbox"/> Veterinary Clinic	<input type="checkbox"/> Post Office	<input type="checkbox"/> Cemetery
<input type="checkbox"/> Special Development	<input type="checkbox"/> Office	<input type="checkbox"/> Dental Clinic	<input type="checkbox"/> Power Station/ Subst./ Transformer	<input type="checkbox"/> National Memorial Park
<input type="checkbox"/> Comprehensive Development	<input type="checkbox"/> Banking /Insurance /Services	<input type="checkbox"/> Laboratory	<input type="checkbox"/> TV Or Radiostation	<input type="checkbox"/> Local Park
	<input type="checkbox"/> Warehouse	<input type="checkbox"/> Mosque	<input type="checkbox"/> Water Treatment Plant	<input type="checkbox"/> District Park
<input type="radio"/> AGRICULTURAL	<input type="checkbox"/> Bakery / Café'	<input type="checkbox"/> Church	<input type="checkbox"/> Dump Site	<input type="checkbox"/> Prayer Site
<input type="checkbox"/> Farming	<input type="checkbox"/> Plant Nursery	<input type="checkbox"/> Place Of Worship		
<input type="checkbox"/> Horticulture	<input type="checkbox"/> Workshop	<input type="checkbox"/> Fire Service	<input type="radio"/> TRANSPORTATION	
	<input type="checkbox"/> Petrol Filling Station	<input type="checkbox"/> Court / Jurisdiction	<input type="checkbox"/> Bus Depot	
	<input type="checkbox"/> Gas Refilling Station	<input type="checkbox"/> Library	<input type="checkbox"/> Motor Park	
	<input type="checkbox"/> Fuel Depot	<input type="checkbox"/> Community Centre	<input type="checkbox"/> Lorry / Trailer Park	
	<input type="checkbox"/> Garage / Carwash			
	<input type="checkbox"/> Internet Café			
	<input type="checkbox"/> Cinema / Theatre			
	<input type="checkbox"/> Sports Facility			

Application Processing fee	20,000
Preparation of C of O	20,000
Registration of C of O	10,000
GIS Charting fee	1,500
Ground Rent (M ² by zonal rate)	N
Merger without consent (penalties)	200,000

PAYMENT

The payment is not refundable and shall be through ZAGIS TSA Account with invoice number generated from payzamfara.com

APPROVED IDENTIFICATION

National ID Card; International Passport; Drivers Licence; Voter Registration Card.

Short Application Guidelines

1. An organization who wants to merge 2 or more registered plots to 1 plot, shall apply with this MPO form for a new Right of Occupancy.
2. Proof of the applicants identity is required (see details above).
3. Proof of ownership for the property is required, such as R-of-O, C-of-O or a registered Assignment. **Only Registered Titles can be merged!** (use PEX form for land not registered)
4. The applicants address must be properly described and the telephone numbers must be readable and complete (e-mail if available).
5. Select the intended Land use from the 24a list above and place description in point 24.
6. All Parties, fill numbers, means and date of acquisition must be listed in point 25.
7. The Lease, Term of the merged Title will start from the oldest Title of the set of Parties,

Key Steps in the processing of the application for R-of-O after the submission of the Application Form and required Documents!

- (a) Verification of the required documents by ZAGIS
- (b) opens the permanent file and collection of the Acknowledgment Letter by the applicant,
- (c) The Director Town Planning approves and stamps the Site Inspection Reports of the old Root-Files. (eventually a Site Inspection is required to confirm the joining Land uses)
- (d) The survey data as approved by the Surveyor General charted into the ZAGIS Digital Cadastral System (in accordance with the Site Inspection Report).
- (e) The Offer of Terms and Condition for the R-of-O, Initial Bill and Acceptance Letter are recommended by the DL and approved by the ES ZAGIS
- (f) The Terms and Conditions are signed and conveyed to the applicant after the Initial Bill is paid.
- (g) The Certificate of Occupancy (C-of-O) IS prepared, checked, approved and signed by the Governor. The Outstanding Ground Rent is calculated and billed.
- (h) Once the Outstanding's are settled the C-of-O is conveyed to the applicant.
- (I) Ground rent needs to be paid in full every year (account statements are available from the ZAGIS Service Centre).

(for more Information get the full Application Guidelines from ZAGIS Customer Service or visit zagis.zm.gov.ng)

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.

Completed forms, evidence of payment and documents can be returned to :ZAGIS Service Centre Gusau.

ZAGIS Helpline: +234 8140000248, +234 8023800027, +234 7010004310, +234 9139999825