



KEBBI STATE GEOGRAPHIC INFORMATION SYSTEM (KEBGIS)

GUIDELINE FOR LAND ACQUISITION

Guiding Laws & Regulation

In pursuant of the Law to Establish Kebbi State Geographic Information System KEBGIS Agency and for other matters connected therewith, 2022.

Kebbi State Administration, Collection of Revenue Due to the State and local Government Councils and to Establish the Relevant Administrative Structures Law 2020. (Pages 62 – 69).

All individuals and organizations seeking to acquire land in Kebbi State can apply for land through the following process;

Step 1

Start your application by using any of the channels below

Obtain the Statutory Right of Ownership Application form for free for Individual & Organization from;

KEBGIS Head Office
No. 5, Off Umar Kaoje Road
Birnin Kebbi
234-8033902874;080-69129394

OR download and fill every section of the application form(s) via the links below:

Land Acquisition Form (LAF)

- Residential Land Acquisition Form (**RSLAF**): <https://kebgis.kebbistate.gov.ng/download/residential-land-aq/form/>
- Commercial Land Acquisition Form (**CLAF**): <https://kebgis.kebbistate.gov.ng/download/commercial-land-aq/form/>
- Industrial Land Acquisition Form (**ILAF**): <https://kebgis.kebbistate.gov.ng/download/industrial-land-aq/form/>

Step 2

Prepare all relevant documents.

To process your application for acquiring residential, commercial, industrial land, the following documents are required:

- Two passport size photographs of the applicant (**Residential & Individual Commercial only**)
- Photo Identification: National ID Card or International Passport or Drivers License or Voter's Card
- Current personal income tax clearance certificate OR Visit/contact <https://irs.kebbistate.gov.ng/etax> for TCC and TIN.
- Certificate of Incorporation is required in the case of corporate bodies
- An accepted feasibility study (**Commercial & Industrial**)
- Copy of Memorandum and Articles of Association of the company (in the case of corporate bodies) among other conditions.
- Current Utility bill
- Land Transfer Documents such as Sales Agreement or Deed of Transfer or Inheritance Documents
- Court Affidavit of Police Report in the case of lost/stolen documents

Step 3

Submission of Land Acquisition Application Form

Manual Submission

- Pay the applicable **processing fee** (Residential: N5000 and Commercial/Industrial: N10,000) using any of the available payment channels:
 - Any Commercial Bank in the State using the TSA KEBBI PAYDIRECT account.
 - SBIR Customer Service Centre located at KEBGIS Head Office (located at No 5, Off Umar Kaoje Road, Gesse Phase II Birnin Kebbi) by POS using a debit/credit card.
- Submit the duly completed Application Form directly to;
 - KEBGIS No. 5 Off Umar Kaoje Road, Gesse Phase II, Birnin Kebbi together with the following documents;
 - Evidence/proof of payment of application processing fee
 - All applicable documents detailed in Step 2 above.

Electronic Submission

- Make payment using TSA Online payment platform via [tsa/paydirect.e-billings/remita/](https://kebgis.kebbistate.gov.ng/paydirect.e-billings/remita/)
- Complete application form online and upload all relevant documents via <https://kebgis.kebbistate.gov.ng/create-application/>

Confirmation of Application:

**Upon Submission of your application, applicants will be provided a unique Application Reference Number and an Acknowledgement Letter that carries the file number for the application by KEBGIS.

Processing Timeline

- We aim to process submitted applications for acquired land **within 30 Working Days** prior to the final stage for collection described in step 4 below

Step 4

Collection of Statutory Right of Occupancy (R of O) Certificate

- Successful applicants are notified via text, call or email within 5-10 days to pay the applicable charges.
- Successful applicants will receive an Offer Letter (R of O), an invoice for the final Bill (Ground Rent, Non-refundable Development Fee, etc.) and an Acceptance Letter (specified in Schedule I (B-F) (**Insert link to the Schedule**)).
- Return signed Acceptance Letter with evidence of payment of all fees to KEBGIS (No. 5 Off Umar Kaoje Road, Gesse Phase II, Birnin Kebbi)
- All successful applicants will be notified within 30 working days via phone call or e-mail when their Certificate of Occupancy (C of O) are ready for collection. Collection shall be at the KEBGIS Head Office at No. 5 Off Umar Kaoje Road, Gesse Phase II, Birnin Kebbi
- Where an applicant has not been notified of a successful application within the 10 working days, he/she should please contact KEBGIS or contact 234- 8033902874 or the Ministry of Lands, Housing & Urban Development situated on the 2nd Floor Phase II, Gwawangwaji Secretariat Complex Birnin Kebbi or call 234-8034403440

For more information, enquiry, or complaints please contact KEBGIS Customer Service located at No. 5 Off Umar Kaoje Road, Gesse Phase II, Birnin Kebbi between 8:00 AM and 4 PM (Monday–Friday, excluding public holidays) or contact info@gis.kebbistate.gov.ng or Call +2348033902874; 234-8113902874

Signed:

Permanent Secretary, Kebbi State Ministry of Lands, Housing & Urban Development

15th October 2022