

APPLICATION OF RIGHT OF OCCUPANCY

ADAMAWA STATE MINISTRY OF LANDS & SURVEY

STEP 1



Visit Land Department of Ministry of Land Survey, Yola, and inquire to apply for R of O. You will be requested to present the "Provisional Letter of Allocation of plot of land" for validation. If validated, an invoice will be generated and issued to you for the following items:

- * Development levy - N50,000.00 (fix rate)
- * Survey fee - N5,000.00 (fix rate)

STEP 2



Pay the following fee above (1) for the processing of letter of grant (R of O) using any of the available payment channels

STEP 3



After completing the steps above, Applicants are required to submit the following documents for the Application of R of O:

- * Evidence/proof of payments of step 1, Photocopy of the Provisional Letter of Allocation of plot of land

NOTE: After the preceding step, the following administrative procedure will be carried out:

- * Production of Title Deed Plan (TDT), Clearance for C of O, Vetting

STEP 4



After completing all required fees and administrative procedures, the applicant will be alerted about successful processing and will be able to visit the Mins. of Land and Survey Yola client center to collect the R of O in person or issue an authorization letter duly signed by the applicant attaching Ministry of Land & Survey Yola Acknowledgment Letter, passport of applicant and valid identity card of the representative.

STEP 5



SED DIAM

Process time frame: Step 1 to 3 can be completed in 2 days; hence, we aim to achieved the rest of the process for obtaining the R of O within 15 Working Days.