



LAND REGISTRATION GUIDELINES

By the provisions of the Land Use Act of 1978.

1. Obtain a Statutory Right of Occupancy (R of O) application form for N2,000 (cash only) from the Head of Land Transaction, Sokoto State Ministry of Lands and Surveys, Giginya Secretariat Complex, Eastern Bye-Pass, Sokoto. **08035475338**
OR
Download the free Application Form by [clicking here](#) from the Website for free.
Fill out the form completely and accurately. Leave NO section empty or unanswered.
2. Applicants are required to attach the following Documents:
 - Three Passport-sized Photograph
 - Any valid means of Identification (Valid Driver's License, Voter's Card, National ID, International Passport)
 - Sales Agreements, Evidence of gift or Inheritance Documents.
 - Sketch Plan (Obtainable from the Surveyor General's Office or a Licensed Surveyor).
 - Evidence of Current Tax Clearance Certificate and Certificate of Incorporation for corporate organizations obtainable from <https://soirs.com/invoice> and cac.gov.ng, respectively.
 - Proof of ownership from Local Government concern and endorsement from District/Village Head.
 - Evidence of payment (printed bank teller) of non-refundable application processing fee by remita or E-tax payment through SOIRS or click [here](#) to pay online. The processing fee is determined by land use. [See here](#) for processing fee by land use.
3. A duly completed application form, as in (2) above, will be submitted to the relevant Zonal Land Officer, Sokoto State Ministry of Lands and Surveys. Check Zonal; Offices and Officers [here](#).



4. The Applicant will be invited for a joint site inspection within 5 working days of submission of the application form via Telephone call, SMS and or Email.
5. All applicants will receive a response within 10 working days from the date of joint site inspection via Telephone, SMS and or Email.
6. Successful Applicant will receive an Offer of Right of Occupancy, an Invoice for the final Bill (Ground Rent, Registration fees, preparation fees and Development charges), and the applicant will sign an office copy to signify acceptance of terms and conditions contained in the Right of occupancy (R of O) on the day of collection of the R of O.
Please click [here](#) for the schedule of fees for Ground Rent, Registration fees, preparation fees and Development charges. The schedule of fees is per the provision of the SOIRS Consolidated Revenue Law of 2019.
7. Evidence of payments (Bank Teller and E-receipt) of fees as contained in item Six (6) and a signed office copy of R of O should be returned to the Head of R of O, Ministry of Lands and Housing to be processed for a Certificate of Occupancy.
8. Preparation, execution and registration of Certificate of Occupancy will be concluded within 7 weeks.
9. Successful Applicants will be notified by a phone call, SMS, or mail for collection of the Certificate of Occupancy (C of O) which would be issued by the Deed Registrar Lands, Sokoto State Ministry of Lands and Surveys, **08035475338** at admin@molhs.skt.gov.ng.

For further information contact Sokoto State Ministry of Lands and Surveys at +234 **9122511737** or info@mols.skt.gov.ng or visit our website at <https://molhs.skt.gov.ng>.

Signed: Honourable Commissioner

Sokoto State Ministry of Lands, Housing, Survey, Town & Country Planning.

December, 2023