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BORNO STATE OF NIGERIA
BORNO STATE URBAN PLANNING AND DEVELOPMENT BOARD
APPLICATION FOR GRANT OF DEVELOPMENT PERMIT

BP Bp No. Fill in CAPITAL LETTER and tick the appropriate items DO NOT FOLD this form BP File Number:

An application processing fees of N10,000.00 must be paid before or at the point of submission of this application

FOR OFFICIAL USE ONLY

Application Date Application Fees Application Processing Fees
Application Type New Proposal Renovation As-Built Remodeling Regularization

BOX 1. APPLICANT

All applicants must complete Box 1 in full. All applicants must submit the: Original Identification document used to prove identity the organization: The original identification document used to prove identity of the GM/MD/CEO/Chairman must be attached to this application.

Name of Organization
Corporate Affairs Commission Number (CAC) Date of Registration
TIN GSM Email
GM/CEO/MD/Chairman Information:
Title First Middle Surname
Designation Phone Email
NIN
Identification: International Passport Tax Identification Card National I.D Card
Voter Registration Card Driver License I.D Number

BOX 2. ADDRESS

All applicants must complete BOX 2 in full. This should be your normal residential address.

House Number Street Name
District City/Town State
Country P.O/P.M. B C/o
Additional Address Information

BOX 3. REPRESENTATIVE

Applicants who wish to appoint a representative must complete BOX3 in full. The Original Identification Document used to prove the identity of the representative must be submitted. Applicants note: The representative is authorized to submit and receive information and documents pertaining to this application.

First name Middle Surname
GSM1 GSM2 Email
NIN
Identification: International Passport National ID Card Voter Registration Card
Tax Identification Card Driver's License ID Number

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**BOX 4**

Please fill in the below information of the plot that has been or will be Developed.

Land Use \_\_\_\_\_ Purpose \_\_\_\_\_

District \_\_\_\_\_ LGA \_\_\_\_\_

Plot Description/Address \_\_\_\_\_

**BOX 5**

**Required Documents**

- Copy of the Digital Certificate of Occupancy (BOGI)
- 3 copies of Structural Drawings and Details
- Copy of Structural calculations
- 3 copies of Architectural Drawings with Details
- 3 Copies of Mechanical /Electrical Drawings with Details
- Site Analysis Report
- Copy of EIA Report
- Copy of BOGIS Sketch Plan
- Soil Investigation Report
- Copy of Service Approvals (Fire/Police Report)

**BOX 6**

**Signature:**

All applicants must affix their signature: the application will not be **Accepted** without signature. In the case of representative, they must also affix their signature.

Applicants Signature \_\_\_\_\_ Representatives Signature \_\_\_\_\_

