

GOMBE STATE OF NIGERIA

GOMBE GEOGRAPHIC INFORMATION SYSTEM (GOGIS)



**GUIDELINES, TIME, AND ASSOCIATED COST FOR
PROPERTY TRANSFERS, SALES & LEASE IN GOMBE
STATE**

March 2026

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OVERVIEW

Property transfers, sales, and leases in Gombe State must be registered with the Gombe Geographic Information Systems (GOGIS) to ensure legal recognition and security of ownership. GOGIS is responsible for modernizing land administration, providing automated systems, and securing land titles for lawful transactions.

In accordance with the Gombe State Lands Administration and Gombe Geographic Information Systems Establishment Law 2020, individuals and organizations must adhere to the following guidelines to complete property transactions legally:

S/N	PROCEDURE	TIME FRAME	COST
1	Obtain the Property Transaction Application Form: An applicant must visit the GOGIS Customer Service Centre along Government House Street, GRA, Gombe State.	1 Day	Free
2	Complete the Application Form and Attach Required Documents The following documents must be attached: • One passport photograph • Evidence of payment for transaction processing • Proof of identity (National ID, International Passport, Driver's License, or Voter's Card) • Proof of ownership (C of O, Deed of Assignment, Sale Agreement, Power of Attorney, Letter of Administration, etc.) • Property survey report or site plan • Additional requirements for organizations: CAC certificate, Memorandum & Articles of Association, and ID of authorized representative	1 Day	Free
3	Submission of Application and Payment of Processing Fees Applicants must submit completed forms with the required documents to the GOGIS Customer Service Centre and pay the applicable processing fees. Payment can be made via: • Any commercial bank in the State using the Gombe State TSA Remita account • POS payment at the GOGIS Customer Service Centre.	1 Day	Individuals: ₦15,000 Commercial: ₦30,000 Institutional: ₦20,000 NGOs: ₦10,000

4	Verification and Approval Process • GOGIS will review and verify submitted documents. • Site inspection and validation of ownership. • Approval and assessment for applicable charges.	5 Working Days	Free
5	Issuance of Consent to Transfer, Sale, or Lease • If approved, a consent letter is issued to the applicant. • Payment of statutory fees and taxes, depending on transaction type.	3 Working Days	Variable (based on property value and location)
6	Issuance of Updated Title Document • Upon completion of all required payments, GOGIS will issue the updated Certificate of Occupancy (C of O) or Lease Agreement. • The applicant or representative must present an acknowledgement letter and ID for collection.	5 Working Days	Variable (Stamp Duty, Registration Fee, and Legal Charges)

IMPORTANT NOTES

- The entire process can take approximately 2 to 3 weeks, depending on verification and approval stages.
- Applicants may appoint representatives to process applications on their behalf.
- Any fraudulent or incomplete application may result in disqualification or legal consequences.

CONTACT

For inquiries, contact the GOGIS Customer Service Centre (Monday–Friday, 8 AM–4 PM):

Phone: +234 803 276 5348, +234 813 360 1297

Email: info@gogis.org

Signed:
Director General
Gombe Geographic Information Systems (GOGIS)
Gombe State
17th March 2026