

LETTING
APPLICATION FORM

1. **APPLICANT'S NAME:** _____
2. **COMPANY NAME/OFFICE ADDRESS:** _____
(Not P. O. Box)

3. **CURRENT RESIDENTIAL ADDRESS:** _____
(Please indicate if different from 2 above)

4. **TELEPHONE:** _____ **FAX NO:** _____
E-MAIL: _____
5. **MARITAL STATUS:** _____ **NO. OF KIDS:** _____
6. **OCCUPATION:** _____
7. **BIRTH DATE:** _____
NATIONALITY: _____
STATE: _____
8. **REASON FOR LEAVING:** _____
9. **NAME OF BANKERS:** i. _____
ii. _____
10. **IF AN AGENT; NAME OF AGENT:** _____
ADDRESS: _____
TELEPHONE: _____ **FAX NO:** _____
11. **DESIRED HOUSE TYPE/OFFICE SPACE:**
Floor space (sqm): _____

5/4-Bedroom Detached House	☐	4-Bedroom Flat	☐
4-Bedroom Semi-detached House	☐	3-Bedroom Flat	☐
3/4-Bedroom Town House	☐	2-Bedroom Flat	☐
12. **INTENDED USE OF PROPERTY**
 - Owner Occupation ☐
 - Sublease ☐
13. **PREFERED PAYMENT TYPE**
 - Lump Sum ☐
 - Installment (As stated in the payment plan) ☐

14. REFEREES (NAME, ADDRESS, PHONE NO. & SIGNATURE)

(Please attach letters if requested)

- i. _____

- ii. _____

15. NAME TO BE WRITTEN ON TITLE DOCUMENT: _____

16. DECLARATION: I do hereby declare that the information given in this application is correct to the best of my knowledge and believe same to be true.

Subscriber's Signature

Date

OFFICE USE ONLY

Confirmation of attachments submitted

- | | |
|---|---|
| 1. A copy of certificate of Incorporation | ☐ |
| 2. A copy of Tax Clearance Certificate | ☐ |
| 3. Company's Profile | ☐ |
| 4. Quota or Resident Permit (for foreign nationalities) | ☐ |
| 5. A copy of National ID Card ☐ International Passport | ☐ Driver's License of Applicant ☐ |
| 6. Attestation Letters from referees | ☐ |
| 7. 2 Passport Photographs of Applicant (individual) | ☐ |

Application: Accepted ☐ Rejected ☐

Reason _____

Confirmed _____
Name Signature Date

Approved _____
Name Signature Date

Completed Application Form to be returned to:

**LETTING OFFICER
O-MACONI VENTURES LIMITED
6, BABATUNDE ANJOUS STREET,
LEKKI PENINSULA SCHEME 1,
LAGOS.
Office Tel: 01-8821654, +234 8033 313 7143**

