Z FORM I

(Regulation 2)

APPLICATION FORM FOR CONVERSION OF CUSTOMARY TENURE INTO LEASEHOLD TENURE

Particulars of Applicant

1. Name:…….....
2. Postal and physical Address:…….

   …….....
3. Location of land:…….
4. Size of land and plan No:……
5. *Declaration of rights:*
   (a) I or may family have had the right to the use and occupation of the land shown on the plan for a continuous period of …….. years
   (b) I am entitled to or my family is entitled to (delete as appropriate), the benefit to the land and I am not aware of any other person's right to the use or, occupation of the land or part of the land except:

   ……

   ……....

   And granting leasehold to me will not affect these rights.

   Signed:……..date:……

   Note:

   (i) If in occupation for less than five years, description how the use and occupation of the land begun, by starting the name of the Chief or the Headman who gave you permission to occupy and use the land;
   (ii) Prove that the use and occupation of the land is exclusive by describing the use that the land has been put to; please attach six plans of the land in issue to this form.

Form II

(Regulation 2)

APPROVAL OF THE CHIEF OF AN APPLICATION FOR CONVERSION OF CUSTOMARY TENURE INTO LEASEHOLD TENURE

I, …… Chief of:…….(Village) confirm and certify that:-

1. I have cause the right to the use and occupation of …… (property number) by:…….. the applicant to be investigated and the investigation has revealed that the applicant or his family has for the last …….. years been in occupation of the land described in the plan to which plan I have appended my signature.
2. I am not aware of any other right(s), personal or communal, to the use and occupation of the land or any other part of the land, except that these rights have always been enjoyed by the community and shall not affect the right of the applicant to the use and occupation of the land.
3. I have cause the consultation to be made with members of the community.
4. As a result of the consultation and the information made available to me I hereby give/refuse my approval for the said land to be converted into leasehold tenure.

Signed:……. Date:…….

Form III

(Regulation 3)

APPROVAL OF THE LOCAL AUTHORITY FOR THE CONVERSION OF CUSTOMARY TENURE INTO LEASEHOLD TENURE

1. I, …… in my capacity of Town Clerk of ……District Council confirm and state that (property number) …… the land to be converted from customary tenure to leasehold tenure by the applicant ……(Name of applicant) falls within the boundaries of ……District Council

   AND THAT the said…….. (property number) falls within the jurisdiction of Chief……the approval/refusal of the Chief for the land to be converted from customary tenure to leasehold tenure is herewith attached.
2. The applicant ……..(name) has occupied and has had the right personal or communal to the use and occupation of the land for a continuous period of …… years.
3. I am not aware of any other right personal or communal to the use and occupation of the land or any part of the land.
4. As a result of the information available to me, I hereby give/refuse my approval for the said land to be converted into leasehold tenure.

Signed:…… Date:……..