



FEDERAL HOUSING AUTHORITY

(Established Under CAP F14 LFN 2004)

2024 VERIFICATION EXERCISE

ALLOTTEES INFORMATION FORM

SECTION A. Personal information

1. Name of Allottee:
2. Address of Allottee:
3. Contact Telephone No:
4. Email Address:
5. Next of Kin:

SECTION B. PROPERTY INFORMATION

1. Property Type:
2. Land Size:
3. Status of Land: Developed Undeveloped
4. Property Address:
5. Nature of Development:
6. Ownership Status: Directly fromFHA Third Party
7. Has statutory approval sought and obtained? YES NO

SECTION C. VERIFICATION OF INFORMATION

1. Original Letter of Allocation (For sighting and submission of 3 photocopies)
2. Consent Letter (if any)
3. Deed of Assignment (if any)
4. Photocopy of Building Plan Approval/Conveyance Letter
5. Original Receipts of Payments: (For sighting)
6. Valid means of identification (For sighting and submission of 3 copies)
NIN INT. PASSPORT DRIVER'S LICENCE
Any of the three (3)
7. Copies of completed personal data forms

SECTION D. Corporate Allotees

1. 2 Directors with 3 passport photographs each and valid means of identification (for sighting and submission of photocopy)
2. 3 copies of completed corporate data forms.
3. 3 copies of Company Registration Certificate (Including Forms C02 & C07)

PAYMENT INFORMATION

- | | | |
|------------------------------|----------------------------|----------------------|
| 1. Premium: | Paid/Date of payment | |
| | Not paid | Outstanding balance |
| 2. Capital Development Levy: | Paid/Date of Payment | |
| | Not paid | Outstanding balance |
| 3. Survey fee: | Paid/Date of payment | |
| | Not paid | Outstanding balance |
| 4. Ground Rent | Paid: Date..... | When last paid |
| 5. Processing Fee | Paid: Date of Payment..... | Not Paid |
| | Outstanding balance: | |

Name:.....

Designation:.....

Signature..... **Date**.....

OFFICIAL USE ONLY

Name of Verifying Officer:

Designation:

Signature:

Date:

Authorizing Officer (Team Lead)

Name:

Signature:

Date:

COMMENTS/OBSERVATIONS:

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NOTE: Allottee is required to make a non-refundable verification fee payment of ₱10,000.00 through remita and submit evidence of payment with completed forms.

Form to be completed in blue biro or ink.