



# SIGNAGE PLACEMENT APPLICATION GUIDELINE

In pursuant to the Katsina State Urban and Regional Board Law No. 2 of 2011.

1. Submit a written application to:  
the General Manager,  
Katsina State Urban and Regional Planning Board,  
No. 9 Sarki Abdulrahman Way, Katsina.  
+234 803 751 5948
2. The following are required to process the signage placement application
  - Intended location of Signage
  - Size of signage to be placed
  - Purpose (Political, Governmental, Business)
  - Content and Sample of Signage design
3. Applicant will be contacted for a joint site inspection of the proposed location for signage placement by the desk officer, URPB +2348037515948 or [info@urpb.kt.ng.gov](mailto:info@urpb.kt.ng.gov), within 24hrs of receiving the application.
4. Payment of signage placement processing fees. The desk officer will confirm payment of the processing fee by the applicant before the site inspection.
5. The applicable processing fee is determined by the size of the billboard and signage to be placed. See the fee schedule [here](#). The applicant is to pay the processing fee to Sterling Bank account no. 0063562960 and submit evidence of payment to the cashier at the Katsina State Urban and Regional Planning Board located at No. 9 Sarki Abdulrahman Way, Katsina to obtain the receipt of payment.
6. Within 5 working days of site inspection, applicants will be contacted by phone for notification of approval or disapproval of the application.
7. Successful applicants to collect placement approval from the desk officer at Katsina State Urban and Regional Planning Board, No. 9 Sarki Abdulrahman Way, Katsina Or call +234 803 751 5948 or email [info@urpb.kt.ng.gov](mailto:info@urpb.kt.ng.gov).

Signed:

General Manager

Katsina State Urban and Regional Planning Board.

October 2022

Monday, November 14, 2022 11/14/2022 12:35 PM

