



NNPC STAFF MULTIPURPOSE COOPERATIVE SOCIETY, ABUJA.

NNPC Corporate Headquarters, Abuja
www.nnpcabuja-coop.com

HOME OWNERSHIP APPLICATION FORM

KADUNA PROPERTY SCHEME

Section A: Member/ Applicant's Information

SURNAME	FIRST NAME	MIDDLE NAME

RESIDENTIAL ADDRESS	
STAFF ID NUMBER	
MEMBERSHIP NUMBER	
SBU/CSU	
EMAIL ADDRESS/ PHONE NUMBER	
NEXT OF KIN	
RELATIONSHIP	
NEXT-OF-KIN ADDRESS/ PHONE NUMBER	

Section B: Subscription Information

PLOT SIZE: 1,000 Square Metre Plot

 650 Square Metre Plot

HOUSE TYPE: DUPLEX

 BUNGALOW

Section C: Payment Details

OUTRIGHT PURCHASE	INSTALLMENT PAYMENT	BANK NAME	DRAFT NUMBER	AMOUNT
<input type="checkbox"/>	<input type="checkbox"/>			

Section D: (Official use only)

DATE RECEIVED	RECEIVED BY	SIGNATURE



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SALES AGREEMENT

This sale is subject to **all** of the following terms and conditions:

- 1) Application for the **Kaduna Housing Property Scheme** at Kaduna New Millennium City is open for sale to members of the NNPC Staff Multipurpose Cooperative Society, Abuja.
- 2) All Application forms must be purchased at a **non-refundable** fee of **₦10,000.00** from the NNPC Staff Multipurpose Cooperative Society, Abuja.
- 3) Each Subscriber shall submit a completed Application Form with a **Bank Draft of ₦3,010,000.00** or **₦2,010,000.00** being **40%** down payment of the total cost of the 1,000 Square Metre or the 650 Square Metre plots respectively, including the **₦10,000.00** application fee. The Bank Draft shall be in favor of: **NNPC Staff Multipurpose Cooperative Society, Abuja.**
- 4) Any Subscribers buying under the Installment Payment Plan shall submit his/her application with a Bank Draft for the value of the initial down payment as stated in the *Amortization Table*.
- 5) Subscribers making outright payment shall submit the Application Form with a bank draft for all of the value of the housing unit (**₦7,510,000.00** or **₦5,010,000.00** as applicable) including the Application Form fee of **₦10,000.00**.
- 6) In the event of default of payment, the NNPC Staff Multipurpose Cooperative Society, Abuja reserves the right to repossess the housing unit and refund all payments made. **A 30% penalty shall apply on all refunds.**
- 7) In the event of the subscriber leaves the Corporation or the NNPC Staff Multipurpose Cooperative Society, Abuja, under any of the following circumstances, either of the following shall apply :
 - a) **Resignation/ Voluntary Retirement/ Exit from the NNPC Staff Multipurpose Cooperative Society, Abuja:**

The subscriber may complete all outstanding payments in bank draft to NNPC Staff Multipurpose Cooperative Society, Abuja, or may withdraw interest in the housing unit, and all payments made shall be refunded to the subscriber. **A penalty of 30% shall apply on all refunds.**
 - b) **Compulsory Retirement:**

The subscriber shall be granted thirty (30) days to complete all outstanding payments in bank draft to NNPC Staff Multipurpose Cooperative Society, Abuja, or may withdraw interest in the housing unit, and all payments made shall be refunded to the subscriber. **A penalty of 30% shall apply on all refunds.**

The subscriber may also opt to have all outstanding deducted from Exit Benefits, where applicable.
 - c) **Dismissal:**

The subscriber shall be granted 30 (Thirty) days to complete all outstanding payments in bank draft to NNPC Staff Multipurpose Cooperative Society, Abuja, or may withdraw interest in the housing unit, and all payments made shall be refunded to the subscriber. **A penalty of 30% shall apply on all refunds.**
 - d) **Death:**

In the event of death, the subscriber's next-of-kin, as detailed in the Application Form, shall be granted the 'right of first refusal' and required to pay **all** outstanding balance within sixty (60) days of the date of notification.

Where this offer is rescinded, all payments made shall be refunded to the estate of the deceased. **A penalty of 30% shall apply on all refunds.**



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By signing this document, you agree to all the terms and conditions listed above.

Name (Surname first): _____

ID Number: _____ **Membership Number:** _____ **Date:** _____

Signature: _____

In the presence of/ witnessed by:

Name: _____ **ID No:** _____

SBU/CSU: _____ **Department:** _____

Signature: _____ **Date:** _____



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MODE OF USE OF THE PROPERTY

The allocation of plots or housing units by NNPC Staff Multipurpose Cooperative Society Abuja to allottees/subscribers shall be subject to the following:

1. That in line with the parent lease from the Kaduna State Government, all plots/housing units must be developed by the allottee/subscriber **to lintel level on or before June 30th, 2018.**
2. All residential units/plots shall be used for the purpose for which they are designated and that any change of use of property must receive the written approval of the NNPC Staff Multipurpose Cooperative Society Abuja or it's appointed managers and the Estate Association subject to the approval of the relevant government agencies.
3. Save as approved by the NNPC Staff Multipurpose Cooperative Society Abuja or it's appointed managers and the Estate Association, no modifications to the exterior aesthetics of the allotted plots or housing units design shall be carried out by the allottees/subscribers.
4. The NNPC Staff Multipurpose Cooperative Society Abuja shall provide common generators within the estate for the supply of electricity where there is no supply of electricity by the power holding company of Nigeria or public electricity company or national grid, hence ownership of individual power generators is hereby prohibited. Metering charges purchased by way of recharge cards shall be approved by the NNPC Staff Multipurpose Cooperative Society Abuja or its appointed managers and home Owners Association.
5. That the provision of portable water to the estate by the Kaduna State Government shall be complemented by the NNPC Staff Multipurpose Cooperative Society Abuja by providing portable water supply to all housing units hence ownership of borehole or any other source of water supply is hereby prohibited. Pre-metering water payment system as approved by the NNPC Staff Multipurpose Cooperative Society Abuja or it's approving manager and the Estate Association shall be purchased by the allottees/subscribers by way of recharge cards at the office of the estate managers.
6. Save upon the written approval of the NNPC Staff Multipurpose Cooperative Society Abuja or its appointed managers and the Estate Association no alterations or modifications on the perimeter fencing as provided by the developer shall be allowed in the estate.
7. All communal charges, fines, dues, impositions and fees agreed upon by the NNPC Staff Multipurpose Cooperative Society Abuja or its appointed agent and the Estate Association shall be binding on all allottees/subscribers and any default thereto shall be tantamount to imposition of penalties and where grave may lead to revocation of the allotted plot and refund less 30% charge as penalty.
8. That the NNPC Staff Multipurpose Cooperative Society Abuja does not in any way confer to any allottee/subscriber or the estate association joint ownership or title the communal or common areas but same shall be used in accordance with the approved plan and layout of the estate for the benefit of the all residents and where there is no approved plan or designation the use to which the common or communal area shall be put will determined the NNPC Staff Multipurpose Cooperative Society Abuja and the estate association



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PAYMENT PLAN

Subscribers shall make an initial payment of 40% of the cost of their preferred property (in addition to the ₦10,000 application fee) and pay the balance as detailed on the schedule below:

	650 SQM PLOT	1000 SQM PLOT
40% DOWNPAYMENT (ADD ₦10,000 APPLICATION FEE)	2,010,000.00	3,010,000.00
12 MONTHLY PAYMENTS FOR 2017	25,000.00	37,500.00
2018 UPFRONT	1,000,000.00	1,500,000.00
12 MONTHLY PAYMENTS FOR 2018	16,666.67	25,000.00
2019 UPFRONT	1,000,000.00	1,500,000.00
12 MONTHLY PAYMENTS FOR 2019	8,333.33	12,500.00
UPFRONT 2020	1,000,000.00	1,500,000.00



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AUTHORITY TO DEDUCT

I _____ hereby authorize the Group Human Resources Department, on behalf of the NNPC Staff Multipurpose Cooperative Society, Abuja, to commence deduction as advised by the Cooperative Society, being my obligations under the Home Ownership Scheme.

Other Remarks (e.g. payment preference etc.)

Signature: _____ Date: _____

SBU/CSU: _____ Department: _____ ID No: _____

Signature: _____ Date: _____

In the Presence of:

Name: _____ ID No: _____

SBU/CSU: _____ Department: _____

Signature: _____ Date: _____