



**JOS METROPOLITAN DEVELOPMENT BOARD (JMDB)**  
16 Ahmadu Bello Way, Jos, Nigeria, Plateau (state)  
Phone Number: 08035903044

### **Signage and Advertisement in Plateau State – Procedure, Time, and Cost**

**Responsible Agency: Jos Metropolitan Development Board**

By the Plateau State Jos Metropolitan Development Board Edict, No.5, 1974 (available online at <https://www.plateaustate.gov.ng/uploads/plateau-law/JMDB-LAW-1974.pdf>) and the provision of Plateau State Internal Revenue Service and Revenue Administration, Consolidation and Codification Law of, 2020 (available online at [https://www.plateaustate.gov.ng/uploads/plateau-law/PLATEAU-STATE-INTERNAL-\(CONSOLIDATED\)-LAW%202020.pdf](https://www.plateaustate.gov.ng/uploads/plateau-law/PLATEAU-STATE-INTERNAL-(CONSOLIDATED)-LAW%202020.pdf)), all individuals and organizations seeking to advertise in Plateau State can apply at our office Jos Metropolitan Development Board, 16 Ahmadu Bello Way, Jos, Nigeria, Plateau State or inquire about our Customer Service through phone number: 08035903044 and by the following process and guidelines:

STEPS	GUIDELINES	DURATION	ASSOCIATED COST
<b>STEP 1:</b> <b>Start your application</b>	<ul style="list-style-type: none"> <li>✓ Obtain an application from Office of the JMDB Office at , 16 Ahmadu Bello Way, Jos, Nigeria, Plateau State</li> </ul>	1 day	No charges
<b>Step 2</b> <b>Prepare Relevant Documents</b>	<ul style="list-style-type: none"> <li>✓ Fill out the form completely and accurately and Leave NO section empty or unanswered</li> <li>✓ List sizes and numbers of signage, locations, placements</li> <li>✓ Submit the completed form, list location, and number of signages.</li> </ul>	4 days	No charges
<b>Step 3</b> <b>Site inspection and other evaluations</b>	<ul style="list-style-type: none"> <li>✓ JMDB undertakes site inspection and other evaluations of signage and follows up on the captured sign with a site.</li> <li>✓ Billing prepares invoices/demand notices based on evaluations and bills sent to signage owners via email or SMS. Note: Bills for a</li> </ul>		No charges

	<p>particular year are prepared and sent to signage owner in the last two months of the preceding year.</p> <ul style="list-style-type: none"> <li>✓ Client service and Compliance serve signage owners with demand notice. Agency runs up enormous costs in serving bills to signage owners.</li> </ul>		
<p><b>Step 4 Payment of Signage Fees</b></p>	<p>Signage Permit Fees are paid into the PLATEAU STATE PAYDIRECT Treasury Single Account of the State through the State Government's TSA revenue account at any commercial bank account or on Remita at <a href="https://login.remita.net/remita/onepage/PLSOAG/biller.spa">https://login.remita.net/remita/onepage/PLSOAG/biller.spa</a> under any of the following headings:</p> <ul style="list-style-type: none"> <li>✓ JMDB- 1st Party/Corporations Signage Rates</li> <li>✓ JMDB– 1stParty/Hotels &amp; Filling Stations Rates</li> <li>✓ JMDB- 3rd Party Outdoor Campaign collateral for political candidates</li> </ul>	<p>30 days</p>	<p>No additional cost. All cost is based on size and duration of signage, advertisement, and location for location, placement, and fee schedule. See applicable cost at <a href="https://www.plateaustate.gov.ng/uploads/plateau-law/PLATEAU-STATE-INTERNAL-(CONSOLIDATED)-LAW%202020.pdf">https://www.plateaustate.gov.ng/uploads/plateau-law/PLATEAU-STATE-INTERNAL-(CONSOLIDATED)-LAW%202020.pdf</a>,</p>

<b>Step 5 Collection of Signage Permit</b>	<ul style="list-style-type: none"><li>✓ Successful Applicants will be notified by phone and or by email when their Permits are ready for collection</li> <li>✓ Applicants whose documents are not cleared will be issued an Incomplete Application Notice telling them of the affected document(s) to be rectified.</li> <li>✓ All successful Applicants will be issued an operation permit to operate signage and advertisement in the State as a licensed signage and advertisement operator after having returned the signed Acceptance Letter with evidence of payment of all fees to the schedule officer at the Signage office</li></ul>	14 days	
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For Further inquiry, contact our Customer Service through the email address JMDB  
phone number: 08035903044, and by the following process and guidelines:

**Signed:**  
**Director General,**  
**Jos Metropolitan Development Board**  
**27th November 2022**

