

SECRET



MINISTRY OF HOUSING AND URBAN DEVELOPMENT

ADDRESS: Along Maiduguri Gujba road bye-pass, Opposite Don-Etibet Housing Estate,
P.M.B 1112 Damaturu, Yobe State.

PROCEDURE FOR OBTAINING ADVERTISEMENT AND SIGNAGE PERMIT IN YOBE STATE

In pursuant of the mandate of Yobe State Ministry of Housing and Urban Development,

All individuals and organizations seeking to obtain an Advertisement or Signage Permit in Yobe State can apply through the following process;

STEP 1: Start your application by:

Obtaining the Signage Permit Application form from:
The Office of the Director,
Development Control Department,
Yobe State Ministry of Housing and Urban Development,
Along Maiduguri-Gujba Road Bye-Pass,
Opposite Don Etiebet Housing Estate,
PMB 1112 Damaturu, Yobe State.
+234 8067360449

STEP 2: Prepare all relevant documents.

To process your application, the following documents are required:

- Evidence of Corporate Affairs Registration CAC (for registered enterprises) OR Evidence of registration with the Ministry of Commerce, Industry, Cooperatives & Tourism (micro/nano enterprises).

- Recent utility bill or bank statement (containing same address with business address specified on Registration in Step 1 above.
- Evidence of Business Premises Registration from the Ministry of Commerce Industry and Tourism, IBB State Secretariat, Damaturu Yobe State.
- Duly completed Advert or Signage Permit application form.

STEP 3. Payment/Submission of Advert/Signage Permit Application:

All payments should be made into the following Accounts:

Yobe State Internal Revenue Service.
Zenith Bank Plc
Account Number 1010987086.

STEP 4: Collection of Advert/Signage Permit

- Successful applicants will be notified via text, call or email within 48 hours to pay applicable charges & fees.
- Upon making all relevant payments, applicant will be notified of successful processing and can visit:

The Office of the Director, Development Control Department, Yobe State Ministry of Housing and Urban Development, Along Maiduguri-Gujba Road Bye-Pass, Opposite Don Etiebet Housing Estate, PMB 1112 Damaturu, Yobe State. +234 8067360449

to collect the Advert/signage approval in person or issue an authorization letter duly signed by the applicant attaching Yobe State Housing and Urban Development's receipt/acknowledgement letter, passport of applicant and valid identity card of the representative.


- Where an applicant has not been notified of a successful application within the 48 hours, he/she should please contact the;

For more information, enquiry, or complaints please contact:

*The Office of the Director, Development Control Department, Yobe State
Ministry of Housing and Urban Development, Along Maiduguri-Gujba Road
Bye-Pass, Opposite Don Etiebet Housing Estate, PMB 1112 Damaturu, Yobe
State. +234 8067360449*

Or

yobe.mhud@gmail.com

Signed; 
Hon Commissioner
Ministry of Housing and Urban Development
December, 2023