

GUIDELINES FOR THE REGISTRATION OF BUSINESS PREMISES IN ONDO STATE

The Registration and Renewal of Business Premises fee is statutory and provided for by schedule to the Taxes and Levies (Approved List for collection) Acts (Amendment) Order 2015, the registration of Business Premises (Ondo State Law, 2006) and Ondo State Revenue Administration Law 2018. The law provides that all individuals, corporate and non-corporate business operating within the jurisdiction of the Ondo State are mandated to get there businesses captured and duly registered for business premises fee. In essence no business is exempted be it micro, medium or macro business in the state.

RELEVANT MDAs IN CHARGE OF THE REVENUE ITEM:

There are two agencies of government responsible for the collection of Business Premises Registration Fee in the state and they are:

- I. Ministry of Commerce, Industry and Cooperative Services
- II. Ondo State Internal Revenue Service

MODE OF REGISTRATION AND PAYMENT

The registration and payments for the Business Premises can be done either electronically or manually depending on the choice of the applicant.

STAGE 1: ELECTRONIC REGISTRATION PROCESS:

The State government through the appointed consultant, BUVEN Communications Nig., developed a computer application which is in use for seamless collection and payment for the revenue. With this option applicant can fill all necessary information and make payment on the App anywhere in the world where internet service is in operation.

Applicant is expected to visit www.ondobusinesspremises.com fill the data form and follow the payment instructions therein.

STAGE 2: MANUAL REGISTRATION PROCESS:

Applicant can obtain the registration forms (free of charge) at the Ministry of Commerce, Industry and Cooperative Services, 3rd floor Ministry of Finance Building, State Secretariat, Alagbaka, Akure. Further instructions shall be given upon the collections of the form and determination of the due fee.

ii) **MODE OF PAYMENT**

Payment for the revenue item (Business Premises fee) can be made through the:

- I. **Account Number:** 012277861
Account Name: Ondo State Board of Internal Revenue Special IGR
Bank Name: WEMA Bank
- II. Applicant can visit any commercial bank in the state and make payment using the revenue code 12020449 and state code 022200100100.

It should be noted that the state compliance team may visit any business within the state, demand for the evidence of payment and treat defaults in line with provisions of the law.

ENQUIRES:

For further information, enquiry and others, kindly visit the Ministry of Commerce, Industry and Cooperative Services, 3rd floor Ministry of Finance Building, State Secretariat, Alagbaka, Akure, or call the Director of Commerce on 08034394338 or the State Consultant BUVEN Communications Nig. on 0805520079.

Signed:

The Permanent Secretary

Ondo State Ministry of Commerce, Industry &
Cooperative Services

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