



Process guidelines of obtaining Mobile Branding Permit.

In accordance to Kwara State Structures for Signage & Advertisement Agency Law, 2010, Kwara State Codification and Revenue Regulated Codes and Rate Regulation, 2021 and Kwara State Revenue Administrative law (2016) as amended.

1. Fill application form on the Kwara State Internal Revenue Self Service Portal.
<https://selfservice.kwirs.com/>

Permit fee varies and it is determined on the type of vehicle and size of the advert:

<https://irs.kw.gov.ng/wp-content/uploads/2022/12/Mobile-Branding-Permit-Fee.pdf>

Category	Full (₦)	Partial (₦)
Trailer/Truck	40,000	20,000
Bus/pickup/Coasters	20,000	15,000
Car/SUV	15,000	10,000
Motorcycle/Tricycle/Push Carts	6,000	3,000

2. The applicant is further advised by Kwara State Internal Revenue Service to make online payment by the use of Card payment method only, based on the category. <https://selfservice.kwirs.com/>
3. Payment is verified and confirmed immediately by Revenue Officer, Kwara State Internal Revenue Service from the Account and Finance Department of the Service. However, if payment could not be confirmed, the applicant shall be notified immediately
4. Inspection is done by the staff of Kwara State, Advertisement and Signage Agency (KWASA) and the consultant engaged by Kwara State Internal Revenue Service in verifying the information submitted by the applicant on the size of Mobile branding. The verification and inspection is done within 2 days after payment has been confirmed.
6. If inspection report presented to Kwara State Internal Revenue is not favorable, i.e , the applicant has under-declared information on his application form:

- i) The applicant shall be communicated immediately on why he/she need to pay additional fee within 24 hours.
7. After due payment has been effected and confirmed immediately, full payment receipt will be issued and sticker shall be given issued to the applicant to show that he has been granted permit.
8. The turnaround time for the whole process is 5 working days, considering the confirmation and inspection processes.

For further information, kindly refer to Kwara State Internal Revenue Service, 27 Ahmadu Bello Way, GRA, Ilorin, or call 07006959477, or email: Helpdesk@kw-irs.com, or visit Kwara State Advertisement and Signage Agency, located at No. 28 Offa Road, GRA, Ilorin, kwara State.

Opening Hours: Monday – Friday (8.00 am- 4.00 pm), except on Public Holidays.

SIGNED:

Executive Chairman

Kwara State Internal Revenue Service

November 2022