

**The regulations/requirements in obtaining Immigration services are as follows;**

**a. Change of Status /Resident permit**

To obtain a change of status from a visitor to being a resident, the applicant must have been in the country between 1-3 months and they must apply for them. A required fees for a change of status which is \$500.00US for non - ECOWAS and \$150.00US for ECOWAS citizens but be paid into government revenue after the Commissioner's approval of the application. Four passport size photos and a notary certificate is also required.

**b. Renewal**

A letter requesting the renewal of residence permit is to be address to the office of the Commissioner. Having approve the application request the fees are to be paid into government revenue which is \$250.00US for non- ECOWAS and \$100.00 for ECOWAS citizens.

**c. Adjustment of Status**

Is for those who are already residents but would want to change from one employment to another. A letter of request is also required stating the new area of employment is being sought. A letter informing the Bureau and Cancelling the Bond of Good Behavior filed by first employee must also be produced. After the approval, the required fees are to be paid into government revenue. From one employment to another is \$150.00US, self employed to employee \$300.00US and employee to self employed \$175.00, while from housewife to employee is \$200.00 US.

**d. Re-entry permit**

To obtain a re-entry permit a letter of request is required and after approval the required fees of \$150.00US is paid in government's revenue.