



# ROAD WORTHINESS CERTIFICATE

STEPS	PROCEDURE	TIME FRAME DURATION
1	<p>Vehicle owner presents for vehicle and vehicle documents for inspection at the Motor Vehicle Inspector's Office of the Borno State Internal Revenue Service along Kano road opposite Ramat Polytechnic.</p> <p>Required vehicle documents are:</p> <ol style="list-style-type: none"> <li>1. Number plate approval</li> <li>2. Vehicle licence</li> <li>3. Insurance certificate</li> </ol>	Applicant's decision
2	<p>Vehicle Inspection Officer (VIO) assesses and inspects car and vehicle documents. RRR is generated provided the vehicle passes the inspection and the car particulars are up to date.</p>	1
3	<p>Vehicle owner proceeds to make payment into non-expendable TSA account through Remita amount. Payment depends on vehicle type and use: Private vehicles is ₦1,250 and ₦3,750 for commercial. Please see annexure for guidance on how to proceed with payment</p>	Applicant's decision
4	<p>Vehicle owner presents evidence of payment at the Motor Vehicle Inspector's Office of Borno State Internal Revenue Service along Kano road opposite Ramat Polytechnic.</p> <p>Certificate of road worthiness is stamped, signed and issued to the applicant by VIO.</p>	1

## ANNEXURE

### **Guide to Remita Payment**

This covers all forms of payment made in favor of Borno State Internal Revenue Service.

Follow the steps below to experience a swift payment process to Borno State Internal Revenue Service.

- Type <https://login.remita.net/remita/onepage/G0000303741/biller.spa> on your web browser
- On the field 'Who do you want to Pay' Type Revenue... A drop down with Borno State Internal Revenue Service will pop up. Click on it and supply the following information
- Name of Service – CERTIFICATE OF ROAD WORTHINESS
- Amount to pay
- Payer's Name
- Phone number
- Payer's Email
- Click on the check box 'I am not a robot' if asked
- Click on SUBMIT button to proceed

You can now make payment via any of the payment channels convenient for you as follows:

Channel	How to make payment
Card	<ul style="list-style-type: none"> <li>▪ Supply your debit card details e.g., Card number, Expiry date, cvv</li> <li>▪ Click on Pay</li> </ul>
Bank Branch	<ul style="list-style-type: none"> <li>• Generate your remita retrieval reference (RRR) from <a href="http://www.remita.net">www.remita.net</a></li> <li>▪ Visit any bank branch</li> <li>▪ Present your payment details to the Teller (over-the-counter) and say you want to pay <b>FEE for BORNO STATE INTERNAL REVENUE SERVICE</b> via the Remita Platform</li> </ul>



Payers will be issued with an electronic receipt following payment, which the payer can take to the Finance department of BORNO STATE INTERNAL REVENUE SERVICE for confirmation in order to receive the applicable service.

If you have any queries or require any assistance on making payment to BORNO STATE INTERNAL REVENUE SERVICE, please contact us at the BORNO STATE INTERNAL REVENUE SERVICE Office, or send a mail to

**[E-mail: burcs@bornoirs.com](mailto:burcs@bornoirs.com)** Thank you.

**For more enquiries contact:** Borno State Ministry of Transport  
*Telephone : +2348034767403      Email Address: [mandioalhajibaba601@gmail.com](mailto:mandioalhajibaba601@gmail.com)*

**Signed**  
The Honourable Commissioner  
Borno State Ministry of Transport  
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