



LIBRARIANS' REGISTRATION COUNCIL OF NIGERIA

Procedure for paying LRCN Fees using Remita

1. Visit remita.net
2. Click on "Pay A Federal Government Agency"
3. In the "Name of MDA" field, enter "LIBRARIANS' REGISTRATION CONUCIL OF NIGERIA". (While typing this, the name of the Council will appear in the drop down box, and you can just click it).
4. Under "name of Service/Purpose", select the appropriate service from the drop-down box e.g. "APPLICATION PROCESSING FEES (REGISTRATION)".
5. Enter amount to pay, your full NAME, email address, and phone number in the appropriate boxes.
6. Key in the characters shown in the security image into the appropriate box.
7. Click "Proceed To Payment". This generates Remita Retrieval Reference (RRR) invoice. Copy the RRR Number.
8. Pay at any Commercial Bank.
9. Collect printout of confirmation of payment.
10. Send the payment printout to LRCN to exchange for LRCN receipt.