

PIO Details  
Designation  
Dept.  
Address

Date:

Request under the Right to Information Act, 2005

Dear Public Information Officer :

Under the Right to Information Act 2005,Section 6, please provide me the following information:

- 1.
- 2.
- 3.

As per **Section 7 (9)**, I prefer to receive the information in the same manner as I have asked, in the form of (✓) printout / diskette whichever is suitable for PIO by post as well as email. And, if any information or part of it is not available with you then as per **Section 6 (3)** of RTI Act, you have the power to transfer an application or parts of it, if the same relates to information held by another public authority / PIO concerned immediately and also to collect information from third party as per **Section 8** - within 5 days - and inform me about the transfer in writing.

And also mention the name and address of Appellate authority in reply as per Section 7 and 19 of RTI Act 2005.

If my request or part of request is rejected by PIO then provide reason for rejection as per Section 7 (8) of RTI Act.

Initial request fee under Section 6(1): Rs.\_ paid in (✓) cash/cheque/banker's draft/Indian Postal Order/Money Order ( ) and of Date: Location:

Thank you.

Yours faithfully,

Name

Your address

©2017-18 **RTIwala.com**

Subscribe [RTIwala](#) on YouTube to watch sensible news, analytical reports & valuable interviews.

Follow **RTIwala** on Facebook+Twitter+Instagram+LinkedIn to get latest updates and instant support!