

RTI Application Form
FORM 'A'
See Rule 3(1)

I. D. No.....
(For Office Use Only)

To
The Public Information Officer/
Assistant Public Information Officer

- 1.Full Name of The Applicant : _____
2.Father Name/Spouse Name : _____
3.Permanent Address : _____
: _____
: _____
: _____
4.Correspondence Address : _____
: _____
: _____
: _____
5.Particulars of The Information Solicited
a) Subject Matter of Information (*) : _____
b) The period to which information relates (**): _____
c) Specific Details of Information required (***) : _____

d) Whether information is required by Post : _____
or in person (the actual postal fees shall be : _____
included in additional fee in providing the information)
e) In case by Post (ordinary/registered : _____
or speed post)
6.Is this information not made available by
public authority under voluntary disclosure? : _____
7.Do you agree to pay the required fee? : _____
8.Have you deposited application fee? : _____
(If Yes, Details of such deposit) : _____
9.Whether belongs to below Poverty Line category? : _____
(If yes, you furnished the proof of the same with
application?)

Place:
Date:

Signature of Applicant

(*) Broad Category of the subject to be indicated (such as grant of government service matters/Licenses etc.)
(**) Relevant period for which information is required to be indicated.
(***) Specific details of the information are required to be indicated.

Name of the Department or Public Authority

FORM "B"
[See rule 3 (2)]

Acknowledgement

Office of the State Public Information Officer

Received the application form from

Mr/Ms

:

Address

:

:

:

Seeking information on (Subject to be specified)

:

:

:

Vide Diary No.: _____

Dated: _____

Place

Date

Full Name of State Public Information Officer/
State Assistant Public Information Officer

Designation and Seal

