

RTI application

To

The Central/Public Information Officer
RTI Office
(Full address of public authority/Office)

Date:

Sub: Request to furnish information under section 6(1) of the Right to Information Act, 2005 on the following questions/points.

Sir,

You are requested to furnish following information/documents.

1.

2.

3.

4.

5.

6. etc

If the information is not available in your office, kindly forward to the concerned public authority as per section 6(3) of the RTI Act,2005.

I am a citizen of India and address is given below. Requisite RTI application fee for Rs.10/- is being remitted vide Indian Postal Order/ eIPO/ Bank Draft/ Cheque No..... dated..... is enclosed).

Yours sincerely,

(Name & Signature)

Postal Address:

N.B: (IPO is to be addressed to "Account Officer" of concerned Public Authority)