

FORM OF SUPPLY OF INFORMATION TO THE APPLICANT

[From] Office of _____

[Address] _____

No.....

Date:.....

To

Sir / Madam,

Please refer to your application, ID No. _____ dated _____ addressed to the undersigned regarding supply of information on _____

2. The information asked for is as under:

Or

Then formation sought is partly given below:

- i) _____
- ii) _____

The remaining information about the other aspects cannot be supplied due to the following reasons:-

- i) _____
- ii) _____

3. As per Section 19 of the Right to Information Act, 2005 you may file an appeal to the First Appellate Authority within 30 days of the issue of this order, whose particulars are given below:-

Name and address of the First Appellate Authority

Yours faithfully,

Name & Designation of the PIO
Telephone No.