

## FORM 'A'

Form of Application for seeking information

I.D No.....  
(For Official Use)

To,  
The Competent Authority,

\_\_\_\_\_  
\_\_\_\_\_

1. Name of the Applicant :
2. Address :
3. Particulars of information :  
Concerned Department :  
Particulars of information required :
- i. Details of information required :
- ii. Period for which information :  
asked for
- iii. Other details :
4. I state that the information sought does not fall within the restriction contained in **Section** ..... of the Act and to the best of my knowledge it pertains to your office.
5. A fee of ₹ 10/- has been deposited in the office of the Competent Authority vide No..... dated .....

Place :  
Date :

Signature of Applicant  
E-mail address, if any:  
Tel No. (Office):  
(Residence):

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Note:- (i) Reasonable assistance can be provided by the Competent authority in filling up the Form A.  
(ii) Please ensure that the Form A is complete in all respect and there is no ambiguity in providing the details of information required.