

**Form 'A'**  
Form of application for seeking information  
(See rule 3)

I.D.No.....  
(For official use)

To

The Competent Authority

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1. Name of the Applicant : .....
2. Address : .....
3. Particulars of information :
  - (a) Concerned department : .....
  - (b) 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 restrictions contained in Section 6 of the Act and to the best of my knowledge it pertains to your office.
5. A fee of Rs..... has been deposited in the office of the Competent authority vide No..... dated .....

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 an there is no ambiguity in providing details of information required.