

# logo design_new.jpgrti logo Mohanpur – 741 246

**(Sample format for seeking information under RTI Act, 2005)**

**Application under Section 6 (1) of the Right to Information Act, 2005**

Date: …………………………..

# To,

**The Public Information Officer**

# Indian Institute of Science Education and Research Kolkata Mohanpur – 741 246

Dear Sir,

1. Please furnish the following information to me at my following address (please enclose separate sheet, if required, indicating specific detail of information required):

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1. To best of my knowledge, the above desired information does not relate to Section 8 & 9 of the Act, which is exempted from disclosure.
2. Whether belong to BPL category: Yes/No (please tick)

(if yes, please attach a copy of the BPL/Antyodaya ration card to claim waiver of the application fee)

1. Details of the fee paid (in favour of Indian Institute of Science Education and Research Kolkata)

|  |  |  |  |
| --- | --- | --- | --- |
| DD/Bankers Cheque / IPO No. | Date | Name of the issuing Bank/Authority | Amount (₹) |
|  |  |  |  |

1. I state that I am a citizen of India and I am eligible to seek information under the Right to Information Act, 2005.

Signature ……………………………….…

Name ………………………….………….

Address ……………………………...………

…………………………………………………

Pin ……………………

Ph. No. …………………………….……

**Note**: The Act does not prescribe any format of application. The applicant may apply on a plain paper. This is only a sample format for guidance, which may or may not be used for seeking information.