

### **Right to Information 2005**

Under the Right to information 2005 act 6.(1) A person, who desires to obtain any information under this Act, shall make a request in writing or through electronic means in English or Hindi or in the official language of the area in which the application is being made, accompanying such fee as per prescribed or MP Govt. norms.

#### **Application Format**

**Name of Applicant**

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**Full Address / Email / Which information will be dispatched.**

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**Tel. No.**

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**Date of Application**

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**Office Name**

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**Required details of Information**

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**If you want to Copy / Visit / Record Visit / Attested Copy of the Record / Authentic Sample.**

**Processing Fees which will be paid at the time of Application.**

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**Receipt No. & Date**

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**If Applicant are related from BPL Yes / No**

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**If yes, kindly write BPL No.**

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**Signature of Applicant**

**Note:** If applicant wants to receive information by post. Kindly affix 10 Rs. Stamp in the application & attached self-addressed envelope with appropriate stamp tickets. (No postage for BPL Member)

**For any details contact following Information Officers during office hours**

Public Information Officer

**Dr. Satish Chandra Sharma**

9406653321

Assistant Public Information Officer

**Dr. Pradeep Chouhan**

9424707647