

FORM 'A'

{See rule 3 (1)}

To,

The Public Information Officer  
Assistant Public Information Officer  
(Name of the office with address)

(1) Full name of the applicant:

(2) Address

(3) Parties of information required

(i) Subject matter of information \*

(ii) The period to which the information relates \* \*

(iii) Description of the information required \*\*\*

(iv) Whether information is required by post or in person ("the actual postal charges shall be included in additional fees)

(v) In case by post (Ordinary Registered or Speed Post)

Place:

Date:

Signature of the applicant

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\* Broad category of the subject to be indicated (such as grant/Government land/Service matters/Licenses etc.)

\*\*Relevant period for which information is required to be indicated.

\*\*\*Specific details of the information are required to be indicated.  
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**ACKNOWLEDGEMENT**

Received your application dated \_\_\_\_\_ vide

Dairy No. \_\_\_\_\_ dated \_\_\_\_\_

Signatures of Public Information Officer /  
Assistant Public Information Officer.

Name of the Department/Office \_\_\_\_\_