

1st Appeal under Section 19(1) of RTI Act-2005

To:

Appellate authority under RTI Act-2005

Office-

1. Name of Appellant-
2. Address of Appellant-
3. Name and designation of
Public Information Officer
4. Address of Public Information Officer
5. Details of communication received from
1st Appellate authority
6. Reasons for appeal:
7. Details of application(Date of sending application,
fee particulars,mode of sending application etc..)
8. Prayer or relief sought:
9. Other details:
- 10.Request for personal hearing- Yes/No

I here by declare that the information provided above is true to the best of my knowledge.

Date-

With regards,

Place-

Signature

Enclosures:

1. Copy of RTI Application submitted.
2. Photocopy of Response received from Public Information Officer
3. Copy of Registered post slip/acknowledgement, if application sent by post

Instructions:

- Please self attest all the documents filed for appeal
- 1st appeal can be made in case the PIO fail to respond to your application.
- 1st appeal can be made if th applicant is not satisfied by the PIO's response.
- Central government and some of the states doesn't require application fee to be paid during the 1st appeal. Pleasee refer to your state rules for this.
- 1st appeal should be filed after 30 days of PIO receiving the application but with in 60 days.