

**Appeal to Information commission**  
(According to section 19(3) of RTI Act-2005)

**To:**  
**State/Central Information Commission,**

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1. Name and address of Appellant-
2. a) Name, address and designation of  
Public Information Officer  
  
b) Name, address and designation of  
First Appellate authority
3. a) Details of communication received from  
Public information officer  
  
b) Details of communication received from  
First Appellate authority
4. Reasons for appeal
5. Details of application(Date of sending application,  
fee particulars,mode of sning application etc..)
6. Prayer or relief sought:
7. Other details sought:

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

Date:

With regards,

Place-

Signature

**Enclosures:**

1. Self attested copy of RTI Application submitted.
2. Self attested copy of 1<sup>st</sup> appeal filed.
3. Self attested copy of communication received from PIO
4. Self attestd copy of communication received from 1<sup>st</sup> appellate authority.
5. Self attested copy of Registered post slip if application sent by post

**Instructions:**

- Self attest all the documents
- 2<sup>nd</sup> appeal can be filed if the applicant is not satisfied with the decision of First Appellate Authority.
- The 2<sup>nd</sup> appeal should be filed within 90 days from First Appellate Authority's decision.
- No fee need to be paid while filing the 2<sup>nd</sup> Appeal. Please refer to your state rules for details.