

FORM – I – A

APPLICATION FORM FOR INFORMATION

(To be filled in English / Hindi / Regional Language)

Dated : _____

To,

The Public Information Officer,
Office of the _____
Department
Daman/Diu.

(a) PARTICULARS OF THE APPLICANT :

NAME :

AGE :

ADDRESS WITH PHONE NO:

(b) Details of the Information sought:-
(Please indicate the subject matter/file/record etc.)

(i) The period of which the Information pertains (_____) years prior to date of application)

(C) Form/format in which the Information sought :

- (i) Photo copy
- (ii) Floppy; etc.

(d) INSPECTION OF RECORDS :

- (i) Does the request pertain to inspection of record ? (Yes / No)
- (ii) If yes, the number of days the applicant may take in inspecting the relevant record.
_____ days.

Signature of the applicant

FOR OFFICE USE ONLY

Date of receiving the application:

Date of supplying the information:

Within () days.

Valuation : Rs. _____

Signature with name and designation of
the Public Information Officer.

RECEIPT

I received the information as per my application and I am satisfied with it.

Signature of the applicant.

Date :

FORM – I – B
FOR OFFICE USE ONLY

REASON FOR REJECTION :

The applicant may, if he so desires, prefer an appeal against this order to the Development Commissioner / Appellate Authority within 30 days of this order

Signature of the Public Information Officer
With name & Designation

Place :

Date :

FORM – II

