

# **The Right to Information Act, 2005**

## **Application for Obtaining Information**

**From**

[Your Full Name]

[Your Address]

[City, State, Pin Code]

[Email Address]

[Phone Number]

**To**

The Public Information Officer

[Sub-Registrar Office/Revenue Department Name]

[Office Address]

**Subject:** Request for Information Regarding Linked Property Documents

**Dear Public Information Officer,**

Under the Right to Information Act, 2005, Section 6, I seek information related to property link documents registered at your office. The details of my request are as follows:

**Details of the Applicant:**

- **Name:** [Your Full Name]
- **Address:** [Your Address]
- **Email:** [Your Email Address]
- **Phone Number:** [Your Phone Number]

**Details of Information Required:**

- **Document Name/Type:** [Insert Document Name/Type]
- **Survey Number/House Number:** [Insert Property Survey/House Number]
- **Village:** [Insert Village Name]
- **Mandal:** [Insert Mandal Name]
- **District:** [Insert District Name]
- **State:** [Insert State Name]

- **Requested Information:**

1. Copies of the linked property documents for the specified property.
2. Details of all linked transactions, including sale deeds, mortgages, or any other encumbrances recorded for the specified property.
3. As per your citizen charter, the stipulated timeframe for providing linked documents. Please provide a copy of your office's citizen charter.

**Application Fee Details:**

Application fee of ₹10/- paid by [Insert Payment Method: Court Fee Stamp/IPO/Online Payment].

**Below Items for Your Kind Consideration:**

- a. As per Section 6(3) of the RTI Act, if the requested information pertains to another public authority, kindly transfer the application or part of it within five days and inform me accordingly.
- b. As per Section 7(3) of the RTI Act, in case additional fees are required to provide the requested information, kindly inform me of the additional amount along with a detailed calculation.
- d. As per Sections 7(8)(iii) and 7(3)(ii) of the RTI Act, kindly provide the particulars of the First Appellate Authority.

**Declaration**

I declare that I am a citizen of India and am entitled to seek information under the RTI Act, 2005.

[Insert E-Signature]

**Yours faithfully,**

[Your Full Name]

**Date:** [Insert Date]

<Insert RTI Application Number>