

**The Right to Information Act, 2005**

**First Appeal for Central Government/State Government**

*Strikeout whichever not applicable*

I.D. No \_\_\_\_\_ Date: \_\_\_\_\_ [For office use]

To

First Appellate Authority under RTI Act

Dated:

Dear FAA,

As I am aggrieved by decision/no decision of the Public Information Officer, I hereby file this appeal for your kind decision.

**1. Details of Appellant:**

- Full Name:
- Full Address:
- Phone/Cell No:
- Email ID:

**2. Details of Central/State Public Information Officer:**

- Name/Designation:

- Name of Public Authority:
- Full Address:
- Date RTI application was sent on:
- Date on which the PIO received RTI:
- Reference No of PIO Decision:
- Date of PIO Decision:
- Date of receipt of decision by myself:

### **3. Particulars of Payment of Fee:**

Application Fee of Rs.10 was remitted as  
dated

numbered

### **4. Details of information sought under RTI Act:**

### **5. Brief facts of the case leading to appeal:**

### **6. Reasons/grounds for this appeal:**

	<i>Only tick the reason which is applicable</i>	
i	PIO did not send reply	
ii	Reply refused, without due justification	
iii	Reply is incorrect / misleading / false	
iv	Reply is partial or incomplete	
v	Any other reason written below	

**7. Any other information in support of appeal:**

**8. Prayer/relief sought for:**

**9. Personal Presence at hearing:**

YES / NO / ONLINE

**10. Enclosures:**

Photocopies of original RTI application with its enclosures, postal proof of mailing and delivery confirmation, acknowledgement of PIO, decision letter of PIO.

**11. Declaration:**

I hereby state that the information and particulars given above are true to the best of my knowledge and belief. I also declare that this matter is not previously filed with this commission nor is pending with any Court or tribunal or authority.

**Place:**

**Date:**

**Signature of Appellant**