

The Right to Information Act, 2005

Application for Obtaining Information

Thankyou edit is working fine

To

The Public Information Officer

[Name of the Department / Police Station / Organization where complaint was filed]

[Complete Address of the Office]

[City, State, PIN Code]

Subject: Request for Information under RTI Act, 2005 – Status of Complaint

Applicant Details:

Name: Syed Rahman

Address: Begumpet, Hyderabad, Telangana – 500018

Mobile No.: 9912255839

Email ID: synaseer@gmail.com

Respected Sir/Madam,

I, Syed Rahman, hereby submit this application under the Right to Information Act, 2005 to obtain the current status of the complaint filed by me. The details of the complaint are as follows:

- **Name of the Complainant:** Syed Rahman
- **Date of Complaint:** [Insert the date when complaint was submitted]
- **Complaint Reference Number (if available):** [Insert reference number]
- **Subject of Complaint:** [Briefly mention subject – e.g., harassment, fraud, inaction, etc.]
- **Filed At:** [Name of the Police Station / Department / Office where it was filed]

Information Requested:

1. Please provide the current status of my complaint.

2. Kindly mention the action taken so far on the complaint.
3. Please provide the name and designation of the officer handling the complaint.
4. Please inform the expected time frame for disposal of the complaint.

I am enclosing herewith a copy of the complaint acknowledgement/reference (if available) for your ready reference.

Kindly provide the requested information at the earliest as per the timelines laid down under the RTI Act, 2005.

A Postal Order for ?10 towards the application fee is enclosed herewith.

Yours faithfully,



Syed Rahman

Date: 30/06/2025