

THE RIGHT TO INFORMATION ACT, 2005
(Application for Obtaining Information)

From
Applicant Name
Full Postal Address
Mobile: XXXXXXXXXXXX
Email: example@gmail.com

To
The Public Information Officer
Nagaland Taxation Department
[Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding matters pertaining to the Taxation Department

Respected Sir/Madam,

I, [Applicant Name], am filing this RTI application under the Right to Information Act, 2005.
Kindly provide the following information:

1. Details of tax assessments completed.
2. Information on tax collections and arrears.
3. Certified copy of taxation rules and procedures.
4. Details of inspections and audits conducted.
5. Information on enforcement actions taken.
6. Details of taxpayer grievances received.
7. Name and designation of the Tax Officer responsible.

Application Fee

■10/- IPO / Court Fee Stamp / Online payment / DD

Declaration & Requests

I am a citizen of India.

If information pertains to another authority, kindly transfer it under Section 6(3).

If additional fee is required, inform me under Section 7(3).

Please provide FAA details in the reply as per Section 7(8).

Yours sincerely,
Applicant Name