

# THE RIGHT TO INFORMATION ACT, 2005

(Application for Obtaining Information)

From

Applicant Name

Full Postal Address

Mobile: XXXXXXXXXX

Email: example@gmail.com

To

The Public Information Officer

Telangana State Southern Power Distribution Company Limited (TSSPDCL)

[Division / Circle / Section Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding Electricity Service Connection, Billing Records, Power Supply Issues, and Departmental Actions

Respected Sir/Madam,

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

1. Certified details of electricity service connection for Service Number / Consumer Number [XXXXXXXX] located at [address].
2. Status of complaint submitted on [date] regarding power disruption / wire damage / transformer issue / voltage fluctuation, along with action taken report (ATR).
3. Certified billing history and meter reading details for [period from] to [to].
4. Certified copy of meter testing report / replacement records / inspection report for the above service connection.
5. Certified details of load enhancement / new connection / name transfer / meter shifting application submitted on [date], along with current status.

6. Certified copy of sanctioned estimates and expenditure details for electrical works undertaken in [area] such as pole installation, cable replacement, transformer upgrade, etc.

7. Details of outages / interruptions in power supply in [area] during the period [from] to [to] with reason and rectification timeline.

8. Name, designation, and contact details of the responsible officer (AE/DE/SE) handling the above connection / complaint.

#### 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, please inform me under Section 7(3).

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

Yours sincerely,

Applicant Name