

## 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 Endowments Department

[Office Address – Assistant Commissioner Endowments / Deputy Commissioner  
Endowments / Temple EO Office]

Subject:

Request for Information under RTI Act, 2005 regarding Temple Administration, Lands,  
Funds, Appointments, and Service Records

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 movable and immovable properties (Temple Lands, Buildings, Shops, Leases, Auction Rights, etc.) belonging to [Temple Name] located in [Village/Mandal/District].
2. Certified copies of land records including survey maps and title documents for temple property bearing Survey No. [XXXXX] located at [Location].
3. Certified details of income and expenditure statement of the temple for the financial years [from] to [to].
4. Certified details of donations received (Hundi collections, online donations, endowments) and utilisation of funds for temple development/works.

5. Certified copy of tender / auction / outsourcing process details for contracts relating to temple operations (catering, shops, parking, security, cleaning, etc.).
6. Certified details of temple staff appointments, qualifications, roles, and salaries including sanctioned vs filled post status.
7. Certified copy of complaints or irregularity reports received related to temple property mismanagement / corruption / misuse of funds, including Action Taken Report (ATR).
8. Name, designation, and contact details of Executive Officer (EO) / Assistant Commissioner / Deputy Commissioner / RTI PIO responsible for this information.

**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) of the RTI Act.

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

FAA details may kindly be provided in reply as per Section 7(8).

Yours sincerely,

Applicant Name