

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 Northern Power Distribution Company Limited (TSNPDCL)

[Division / Circle / Section Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding Electricity Service Details, Power Supply Complaints, Billing Records, and Maintenance Works

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 [complete address].
2. Certified copy of meter reading and billing history for the period [from] to [to].
3. Status of complaint lodged on [date] regarding power supply disruption / transformer failure / low voltage issue / line problem, along with action taken report (ATR).
4. Certified copy of meter testing report / accuracy verification / replacement notes (if any) for the above connection.
5. Certified details of sanctioned estimates and expenditure incurred for electricity maintenance works done in [area] during [year].

5. Copies of outage / interruption records for the area [location] from [from] to [to] including reasons and restoration time.
6. Certified details of new service connection / load enhancement / meter change request submitted on [date] and its current processing status.
7. Name, designation, and contact details of the concerned Assistant Engineer (AE) / Divisional Engineer (DE) / Superintendent Engineer (SE) responsible for the requested records.

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 First Appellate Authority (FAA) details as required under Section 7(8).

Yours sincerely,
Applicant Name