

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

Delhi Urban Development Department

[Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding Urban Infrastructure / Land Use /
Notifications / Development Projects

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 copy of notifications, circulars, or orders issued by the Urban Development Department regarding [subject].
2. Status of proposals or applications submitted on [date] regarding [project/approval/regularization].
3. Details of ongoing or proposed development projects in [area/locality].
4. Certified copies of land use maps, zoning details, or planning permissions related to [property/location].
5. File movement details including names and designations of officers who processed the above matter.

6. Certified copy of any objections, deficiency memos, or communications issued by the department.

7. Details of funds allocated and utilized for development projects in [area].

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