

## 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 Mines & Geology Department

[Office Address – District Mining Office / DMO Office / Directorate of Mines & Geology]

Subject:

Request for Information under RTI Act, 2005 regarding Mining Permits, Quarry Leases, Sand Mining, Mineral Revenue, and Inspection Reports

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 mining/quarry lease permission granted to [Person/Company Name] for Survey No./Location [XXXX] in [Village/Mandal/District], including lease order copies.
2. Certified copy of application status, file noting, and Action Taken Report (ATR) for lease application submitted on [date].
3. Certified copies of inspection reports and site verification reports conducted for the above mining location.
4. Certified details of environmental approvals / NOCs / clearance certificates obtained for mining or quarry operations at the said location.
5. Certified details of royalty fees / penalty / fine / revenue collected from mining or quarry operations in [District] for the period [from] to [to].

6. Certified copy of complaints or violations registered against the lease holder related to illegal mining / over-extraction / encroachment, along with ATR.
7. Certified sand mining stock register and transportation challan details for Sand Reach ID / Stockyard / Depot located in [Area].
8. Name, designation, and contact details of the District Mining Officer / Deputy Director / RTI PIO responsible for this file.

**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).

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

Yours sincerely,  
Applicant Name