

## 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 Information & Publicity Department

[Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding Advertisements, Media Campaigns, Publicity Expenditure, and Departmental Records

Respected Sir/Madam,

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

- Certified details of government advertisement campaigns released during the period [from] to [to].
- Copies of approval orders, creative content approvals, and media plans related to publicity campaigns.
- Certified copy of expenditure details for advertisements released through print, TV, digital, and outdoor media for [year].
- List of empanelled advertising agencies or media houses along with selection criteria and empanelment validity.

5. Certified copies of tender documents, work orders, or contracts issued for publicity and media-related services.
6. Details of complaints received (if any) regarding misuse, misrepresentation, or irregularities in government advertisements, along with action taken reports (ATR).
7. Certified copy of guidelines, circulars, or policies governing public information dissemination and media publicity by the department.
8. Name, designation, and contact details of the officer supervising publicity, communication, and media operations in the concerned 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