

## 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 Transport Department

[Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding Vehicle Records, Licensing, Permits, Enforcement, and Transport Administration

Respected Sir/Madam,

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

1. Status of driving license application/renewal/test results for DL No. [DL Number].
2. Certified copy of vehicle registration details for Vehicle No. [Registration No.].
3. Certified copy of challan/payment history issued for the above vehicle.
4. Details of permit applications (Auto/Taxi/Commercial) submitted on [date], including file movement and officer details.
4. Certified copy of inspection reports or enforcement reports related to the above vehicle or permit.
5. Action taken report (ATR) on complaints submitted on [date] regarding RTO/Transport Office services.

6. Details of pending objections or deficiency memos related to license/registration/permit applications.

7. Name, designation, and contact details of the officer responsible for handling the above matter.

**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