

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 Law Department

[Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding Legal Opinions, Case Status, Government Litigation, and Departmental Record Files

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 legal opinion/file noting given by the Law Department on File No. [XXXXX] related to [case/subject matter].
2. Status of Government Litigation / Court Case No. [Case Number] pending before [Court Name], along with action taken report (ATR).
3. Certified details of Government Pleader / Standing Counsel appointed for the above case, including name, designation, and contact details.
4. Certified copies of correspondence, internal communication, and remarks exchanged between departments regarding the case.
5. Certified copy of any legal instruction or circular issued for administrative/legal handling of similar category matters.

6. Certified list of pending cases handled by the Law Department for the period [year/year] related to [subject area].
7. Details of expenditure incurred towards legal fees / filing charges in the above litigation for the period from [from] to [to].
8. Name, designation, and contact information of the officer dealing with the above file/case.

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