

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 Jal Board (DJB)

[Office Address]

Subject:

Request for Information under RTI Act, 2005 regarding Water Supply / Billing / Sewerage / DJB Connections

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 water connection details for the property located at [address].
2. Current status of new water/sewer connection application submitted on [date].
3. Certified copies of water billing records for the period [from] to [to].
4. Reasons for abnormal billing amount, if applicable, along with meter reading history.
5. Details of complaints registered regarding water supply/sewer issues in [locality], and action taken reports (ATR).
6. Certified copies of inspection reports or field verification reports related to the above property.
7. Details of ongoing or scheduled repair/maintenance work in the locality [locality name].

8. Name and designation 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