

## 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 Agriculture & Cooperation Department

[Office Address – DA/ADA Office / Joint Director Office / District Agriculture Office / Cooperation Office]

Subject:

Request for Information under RTI Act, 2005 regarding Agricultural Schemes, Subsidies, Crop Insurance, Farmer Support Programs, and Departmental 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 application submitted on [date] for agricultural subsidy / seed distribution / fertilizer supply under [Scheme Name – Rythu Bandhu / PM-KISAN / Subsidy Seed Distribution / Farm Mechanisation / etc.] along with file noting and Action Taken Report (ATR).
2. Certified details of subsidy amounts released to Farmer Account No. [XXXXXX] / Aadhaar [XXXX] / Pattadar Passbook [XXXX] during the period [from] to [to].
3. Certified details of crop insurance claim status submitted under PMFBY / State Crop Insurance Scheme for Survey No. [XXXX] in [Village/Mandal/District], including investigation report.

4. Certified list of farmers who received benefits under the above scheme during the year [year] in [District/Mandal], along with selection criteria.
5. Certified copies of fertilizer and seed supply stock registers, distribution records, and inspection/audit reports for Dealer Code [XXXXX] for the period [from] to [to].
6. Certified copy of soil testing report and Soil Health Card issuance status for Farmer ID [XXXXX].
7. Certified details of complaints received regarding crop input shortage / quality failure / delay in benefit release, including action taken report (ATR).
8. Name, designation, and contact details of the Agriculture Officer / ADA / DAO / RTI PIO responsible for the requested information.

**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 in reply as per Section 7(8).

Yours sincerely,  
Applicant Name