

**RTI application form for seeking information as per RTI
Act 2005**

As on 01-April 2021

National Institute for Smart Government

TSIIC Zonal office building, Financial District
Nanakramguda, Hyderabad – 500032
Telangana State, India
Tel: +91 40 66545352; Fax: +91 40 66545300
URL: <https://www.nisg.org>

Purpose of this document

This document describes the RTI application form structure as per RTI Act 2005.

RTI application form for seeking information as per RTI Act 2005

The application must be accompanied by an application fee of Rs.10.00 (Rupees Ten only), payable through cash against proper receipt, Demand Draft or Banker's Cheque drawn in favour of "National Institute for Smart Government" Hyderabad.

Application form for seeking information under The Right to Information Act, 2005

Date	DD	MM	YY
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To,
The Public Information Officer,
National Institute for Smart Government
TSIC Zonal office building, Financial District
Nanakramguda, Hyderabad – 500032
Telangana State, India

Sir,

I hereby request you to provide following information under Right to Information Act, 2005 in respect of your organization.

Particulars of information required:

(i) Subject matter & Description of information required:

(ii) The period to which the information relates:

From	(DD/MM/YY)
To	(DD/MM/YY)

(iii) To the best of my knowledge, the information sought here does not fall within the restrictions contained in section 8 and 9 and it pertains to "National Institute for Smart Government"

(iv) This is to certify that, I, S/D/W/O, am a citizen of India.

(v) A fee of Rs. 10.00 (Rupees Ten only) has been deposited vide Demand Draft / Banker's Cheque no. dated:

(vi) Whether information is required by:

Post (<i>The actual postal charges shall be included in additional fees</i>)	In Person
<input type="checkbox"/> Ordinary <input type="checkbox"/> Registered <input type="checkbox"/> Speed	

(vii) Please enter any one of the following:

PAN card No	
Voter's card No:	
Passport No:	
Ration card No:	

I hereby declare and confirm that I am an Indian citizen and as such I am entitled to seek information under RTI Act, 2005. I have attached copy of my PAN card/ Voter's card/ Passport/ Ration card in support of my citizenship. I shall use this information for my personal purpose only. I assure and confirm that in any case or/and under any circumstances, I shall not (allow/cause) use/pass on/share/display/keep/circulate the information received, with any person or in any manner which would be detrimental to/against the interests of India. If any information /declaration turns out to be incorrect or false, I shall be responsible and liable for consequences apart from losing right to receive information.

Signature of the applicant:**Place:****Date:****Full name of the applicant (Fill in Block letters) :**

<i>Surname</i>	<i>First Name</i>	<i>Second Name</i>

Address:

House No./ Bldg. Name	
Street Name/Area	
City & Pin Code	
Telephone	
E-mail	

(For Office Use Only)

Reference: NISG//RTI/	DD	MM	YY
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Received by: Post E-mail**Signature and Name of Receiving Officer:**