

Sh. X
(First Appellate Authority)
(Address)

Date:

Brief Fact of Appeal: I filed an online RTI application dated _____ copy attached herewith as (**Annexure-1**) to know about the information regarding _____, copy of the RTI Receipt is attached herewith as (**Annexure-2**).

Name and Address of the PIO:

I did not receive any reply within stipulated time period of Thirty (30) days that expired on _____ and hence the First Appeal.

Request to the Appellate Authority:

1. PIO should be directed to provide the information sought within a week.
2. Since the information has not been provided within stipulated time it should be provided free of cost to the applicant.
3. Penalty of Rupees Twenty Five thousand (Rs 25000/-) should be imposed on the PIO U/s 20 of RTI Act for not providing information as per section 7(1) of RTI Act.
4. Any other punitive action deemed appropriate by the authority.
5. I should be communicated about the hearing since I would like to be present in the hearing through virtual mode.

Kindly acknowledge the receipt of this appeal for the purpose of record

Yours Truly

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Enclosures: Annexure-1(copy of RTI Application dated _____)
Annexure-2(copy of RTI Receipt dated _____)