(Complaint and documents to be submitted in triplicate)

1. Name and Address of the Complainant (in capital letters) with Phone Number.

2. Name and Address of the State Public Information Officer.

3. Brief facts leading to complaint Under Section 18(1) (a)/ (b)/ (c)/ (d)/ (e)/and (f).

4. The particulars of the application made before the Public Information Officer.
   (3 copies)

5. Prayer / Relief sought.

6. Grounds for the prayer or relief (copies of documents relied upon by the complainant and referred to in the complaint.) (Self attested three copies).

7. Verification by the complainant.
   (3 copies)

8. An index of the documents referred to in the complaint in triplicate.
   (3 copies)

9. Any other information which may be necessary for deciding the complaint.

Place: 
Date: 
Signature of the Complainant