

**Format of Application form under the Right to Information Act, 2005**

To:

The Central Public Information Officer :  
Mumbai Port Trust  
{Name of the department/PIO and address}

(1) Full name of the applicant :

(2) (a) Address :

(b) Telephone No. if any :

(c) e-mail address, if any :

(3) Citizenship :

(4) Particulars of information required –

Subject matter of information\* :

Period to which the information relates# :

Description of the information required\$ :

(5) Whether Below Poverty Line : Yes/No

(i) If yes, proof thereof

(ii) If no, mode of Payment of Fee of Rs.\_\_\_\_\_ - Cash or D/D  
or Pay Order or Indian Postal Order No.\_\_\_\_\_ dated \_\_\_\_\_.

DA: D/D or Pay order or Indian Postal Order or Cash Receipt of Rs.10  
or proof of 'below poverty line'

Place

Date

Signature of applicant

\* Broad category of the subject to be indicated such as lease of land/export-import/shipping/tenders/Service or Establishment matters/Licences, etc.

# Relevant period for which information is required to be indicated

\$ Specific details of the information required is to be indicated.

(PTO)....

**For Office Use only**

- 1.(a) Date & Time of Receipt of Application :
- (b) Application Reference No. :
2. (a) Date of forwardal to other person/  
section for documents/files :
- (b) Time-limit set for receipt of documents/files :
- (c) Date of receipt of :
3. (a) Estimated cost of providing  
information sought :
- (b) Date on which additional fees sought :
- (c) Date of receipt of additional fees :
4. Whether the exemptions detailed in the  
RTI Act, 2005 are attracted.  
If yes, please specify :
5. Date on which the applicant was provided  
with the information sought **or**  
Date of communication of rejection of  
the request :
6. Signature of Central Public Information Officer :