

**Intimation regarding additional fee representing cost of providing information**

Letter No:-.....

Dated:-.....

**From:**

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(Designation, address and phone no. ofSPIO providing the information under RTI Act, 2005)

**To:**

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(Name and address of applicant seeking the information under RTI Act, 2005)

Sir,

Please refer to your application dated ....., registered at serial no....., addressed to the undersigned regarding supply of information under section 6(1) of the RTI Act, 2005.

In accordance with the provisions of the U.P. Right to Information (Regulation of Fee and Cost) Rules, 2006, you are requested to deposit additional fee of Rs..... (Rupees.....), representing the cost of providing the information as per calculations given below:

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The above fee may be deposited in the form of postal order/demand draft/banker's cheque payable to.....

If you have any objection against this demand you may file an appeal under Section 19(1) of the Act within thirty days of the receipt of this letter to the First Appellate Authority whose address is given below:

Designation, address and phone no. of First Appellate Authority

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Yours faithfully,

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