

Department of Civil Aviation

Other Useful Information

APPLICATION FORM

To

The Punjab Information Officer /
The Assistant Public Information Officer,
Civil Aviation Department, Room No. 13-15,
17-Bays Building, Sector-17-D,
Chandigarh-160017

1. Full name of the applicant
2. Address
3. Particulars of information required
 - i) Subject matter of information
 - ii) The period to which the information relates
 - iii) Whether information is required by post OR in person
(the actual postal charges shall be included in additional fees)
 - iv) In case by post (Ordinary, Registered or speed post)

Signature of the applicant

Place:

Date:

Acknowledgement

Received your application dated _____ vide Diary No. _____ dated

Signature of Asstt. Public Information Officer /
Public Information Officer,
Civil Aviation Department,
Room No. 13-15,
17-Bays Building, Sector-17-D,
Chandigarh-160017

To

Name & Address of the applicant

Sir,

Please refer to your application dated _____ addressed to the undersigned requesting information regarding _____. The additional fee for supplying this information you is Rs. _____.

1. You are requested to pay the fee at this office or make payment by way of demand draft in favour of Director Civil Aviation to this office and collect the information on _____.

For Civil Aviation Department
Punjab.

Public Information Officer /APIO

Fee:

- The fee would be charged as specified under Rule 5 of Punjab Right to Information Rules, 2005 and amended from time to time.
- In case of denial of information, the citizen has a right to appeal to First Appellant Authority namely Sh. _____ Adviser / Civil Aviation.