

Prepared by the Commonwealth Human Rights Initiative - Updated to January 2006													
State	Application Fee	Forms	Proof of Identity	Mode(s) of Payment for Application Fee	Mode(s) of Payment for Additional Fees	Time Limit for Depositing Additional Fees	Fees for Access	Floppies/Diskettes	Samples	Inspection	Procedure for filing appeals	Mode(s) of Fee Payment for Appeals	Official RTI websites
Central Government	Rs 10/- per application	Not prescribed	Not prescribed	Cash against proper receipt or demand draft or bankers' cheque.	Cash against proper receipt or demand draft or bankers' cheque.	Not prescribed	* A4/A3 paper created/copied - Rs 2/- per page * Large size paper - actual cost of copy * Information provided in printed form - price fixed for such publication or Rs 2/- per page of photocopy for extracts from the publication.	* Floppy/Diskette - Rs 50/- per item	Actual cost of price for samples or models	Inspection of records - No fee for the first hour. Rs 5/- for each subsequent hour or fraction thereof	* Process for filing first appeal within public authority not prescribed * Second appeal to the Central Information Commission accompanied (i) attested true copy of the Order against which the appeal is being preferred; (ii) copies of documents relied upon by the appellant and referred to in the appeal; and (iii) an index of the documents referred to in the appeal	No fee prescribed	http://righttoinformation.gov.in/
Andhra Pradesh	* No fee for applications to public authorities at the Village level * Rs 5/- per application to public authorities at the Mandal level * Rs 10/- per application to all other public authorities	Not prescribed	Not prescribed	Cash or demand draft or bankers' cheque against proper receipt	Cash or demand draft or bankers' cheque against proper receipt	Not prescribed	* Publications printed matter, text, maps, plans, floppies, CDs, models or material in any other form, which are priced - at the sale price thereof * A4/A3 - Rs 2/- per each page per copy * Any larger size paper - actual cost * Maps and plans - actual cost * Postal charges are additional	* Floppy/CD/DVD - Rs 50/- for floppy of 1.44 MB, Rs 100 for CD of 700 MB and Rs 200 for CD (DVD)	Actual cost of price for samples and models	Inspection of records - no fee for first hour. Rs 5/- for each 15 minutes or fraction thereof thereafter	Process for filing first and second appeals not prescribed	No fee prescribed	http://www.aponline.gov.in/Aportal/index_dept.html
Arunachal Pradesh	* Rs 50/- per application - where an application is submitted electronically, the application fee must be submitted within 7 days from the date of application * Rs 500/- per application for information relating to tender documents/bids/quotation/business contracts	Form prescribed	Not prescribed	Treasury challan	Treasury challan	Not prescribed	* Rs 5/- per page * Priced publications - at price so fixed	Not prescribed	Not prescribed	Not prescribed	* Process for filing first appeal within public authority not prescribed * Appeal through proforma to the State Information Commission accompanied by appeal fee of Rs 50/- and original copy of challan	Treasury challan	http://rti.gov.in/Members/arunachal
Assam	Rs 10/- per application	Not prescribed	Not prescribed	Demand draft or bankers' cheque or cash against proper receipt	Demand draft or bankers' cheque or cash against proper receipt	Not prescribed	* A4/A3 paper copies - Rs 2/- per page * Larger size paper - actual cost * Price fixed for printed publication at Printed Price or Rs 2/- per page of photocopy for extracts from the publication	* Floppy/diskette - Rs 50/- per item	Actual cost or price for samples or models	Inspection of records - No fee for the first hour. Rs 5/- for each 15 minutes thereafter	Process for filing first and second appeals not prescribed	No fee prescribed	
Chhattisgarh	Rs 10/- per application	Not prescribed	Not prescribed	Cash against receipt or treasury challan	Cash against receipt or Treasury Challan	Not prescribed	* A4/A3 paper copies - Rs 2/- per page * Information provided in printed - price fixed for such publication or Rs 2/- per page of photocopy for extracts from the publication	* Floppy/diskette - Rs 50/- per item	Actual cost or price for samples or models	Inspection of records - No fee for the first hour. Rs 5/- for each 15 minutes or fraction thereof thereafter	Process for filing first and second appeals not prescribed	No fee prescribed	http://chhattisgarh.nic.in/
Daman and Diu	Rs 25/- per application	Form prescribed	Not prescribed	Challan payable at treasury (i.e. State Bank of India, Daman and State Bank of Saurashtra, Diu)	Challan payable at treasury (i.e. State Bank of India, Daman and State Bank of Saurashtra, Diu)	Not prescribed	* A4/A3 paper copies - Rs 2/- per page * Larger size paper - actual cost	* Floppy - Rs 50/- per item * CD - Rs 100/- per item * Supply of information in electronic media form subject to availability of necessary facility	Actual cost or price for samples or models	* Inspection of records - fees charged for the record of preceding 10 years from the date of application at the rate of Rs 100/- per day. For each preceding 10 years from the first 10 years; additional fee of Rs 25/- per day. No inspection permissible for more than 3 hours a day	Process for filing first and second appeals not prescribed	No fee prescribed	http://www.daman.nic.in/RTI.htm
Gujarat	Rs 20/- per application - where an application is submitted electronically, the application fee must be submitted within 7 days from the date of application	Form prescribed but typed and neatly handwritten plain paper applications in the same format are allowed	Not prescribed	Cash wherever facility for cash receipt is available, or demand draft or pay order or non-judicial stamp	Cash wherever facility for cash receipt is available, or demand draft or pay order	Not prescribed	* A4/A3 paper copies - Rs 2/- per page * Larger size paper - actual cost * Information in the form of a publication - actual price	* Floppy/Diskette - Rs 50/- per item	Amount of actual cost and according to procedures set out by the relevant department for samples, models or photographs	Inspection of records - No fees for first half an hour. Thereafter Rs 20/- for each half an hour. Existing rates of fees for inspection of records where such system or procedure exist and above fees shall not apply	* First appeal through proforma to Appellate Authority. * Second appeal through proforma application accompanied by certified copy of order against which the appeal is being made, copies of documents referred and relied upon by the appellant.	No fee prescribed	http://gwan.gov.in/vs.htm
Jharkhand	Rs 10/- per application	Not prescribed	Not prescribed	Cash against receipt, demand draft or bankers' cheque.	Cash against receipt, demand draft or bankers' cheque.	Not prescribed	* A4/A3 paper copies - Rs 2/- per page * Large size paper - actual cost of copy * Information in the form of a publication - actual cost, for photocopies or extracts - Rs 2/- per page	* Floppy/Diskette - Rs 50/- per item	Actual cost of price for samples or models	Inspection of records - No fee for first hour. Thereafter Rs 5/- for each half an hour or fraction thereof	* Process for filing first appeal within public authority not prescribed * Appeal to the State Information Commission accompanied by a copy of the order appealed against, copies of documents referred and relied upon by the appellant and an index of documents referred to in the appeal. Outlines the procedure to be followed by the Commission before deciding an appeal	No fee prescribed	http://jharkhand.nic.in/
Karnataka	Rs 10/- per application	Form prescribed or any other format as far as possible containing the particulars specified	Not prescribed	Indian postal order or demand draft or bankers' cheque or pay order drawn in favour of SPIO or in cash or by remitting it to the Treasury as per the Karnataka Financial Code	Indian postal order or demand draft or bankers' cheque or pay order drawn in favour of SPIO or in cash or by remitting it to the Treasury as per the Karnataka Financial Code	Not prescribed	* A4 paper copies - Rs 2/- per page * Maps, plans, reports, partial record, technical data, sample or models - reasonable fee fixed by PIO depending on cost of labour and material required to be employed	* Floppy/CD/diskette or any other electronic mode - Rs 50/- per item	A reasonable fee fixed by the PIO in each case depending on the cost of labour and material required to be employed	* Inspection of records - No fee for first hour. Thereafter Rs 20/- for each half an hour or fraction thereof. * Inspection of works - Reasonable fee shall be fixed by the PIO in each case depending on the cost of labour and material required to be employed	* First appeal to the Appellate Authority accompanied by a copy of the order, if any, appealed against, and it shall specify: particulars of applicant, SPIO appealed against, date of receipt of order from SPIO appealed against, grounds of appeal and relief claimed by the applicant. * Second appeal to the State Information Commission accompanied by a copy of the order, if any, appealed against, and it shall specify: particulars of applicant, SPIO appealed against, date of receipt of order from SPIO appealed against, grounds of appeal and relief claimed by the applicant.	No fee prescribed	http://www.kar.nic.in/
Kerala	Rs 10/- per application	Not prescribed	Not prescribed	Not prescribed	Not prescribed	Not prescribed	* A4 paper copies - Rs 2/- per page * Large size paper - actual cost of copy	* Floppy/CD - Rs 50/- per item. For print copies Rs 2/- per page	Actual cost of price for samples or models	Inspection of records - No fee for first hour. Thereafter Rs 10/- for each half an hour or fraction thereof	Process for filing first and second appeals not prescribed	No fee prescribed	http://www.prd.kerala.gov.in/home.htm
Madhya Pradesh	Rs 10/- per application	Form prescribed	Not prescribed	Cash against receipt or non-judicial stamp	Cash against receipt or non-judicial stamp	Within 3 days from the date of direction to such officers as directed by the Public Authority or State Public Information Officer	* Proactive disclosure information (s.4) - Rs 10/- per application * Printed or electronic format - actual cost	* Floppy/Diskette/Video Cassette - actual cost as determined by the SPIO or SAPIO	Cost as determined by the SPIO or SAPIO	Inspection of documents/records - Rs 50/- for first hour or less than one hour. Thereafter Rs 25/- for each 15 minutes or fraction thereof	* First appeal to Appellate Authority accompanied by a memorandum of appeal and appeal fee of Rs 50/- * Second appeal to the State Information Commission accompanied by a memorandum of appeal and an appeal fee of Rs 100/-	Cash or non-judicial stamp	http://www.mp.nic.in/services/right2info.asp
Maharashtra	Rs 10/- per application	Plain paper in given format.	Not prescribed	Cash against proper receipt or demand draft or bankers' cheque or court fee stamp	Cash against proper receipt or demand draft or bankers' cheque or money order	Not prescribed	* A4/A3 paper created/copied - Rs 2/- plus postal charges * Actual charge or cost of a copy in large size paper plus postal charges * Fixed price as set by Department for some maps/documents etc. - fixed price plus postal charges * Information provided in printed form - fixed price for publication or Rs 2/- per page of photocopy for extracts * No postal charges if applicant collects in person	* Floppy/diskette - Rs 50/- per item plus postal charges	Not prescribed	Inspection of records - no fee for the first hour. Rs 5 for each 15 minutes or fraction thereof thereafter.	* First appeal to Appellate Authority on plain paper in prescribed format accompanied by an appeal fee of Rs 20/- * Second appeal to State Information Commission on plain paper in prescribed format accompanied by an appeal fee of Rs 20/-	Cash against receipt or demand draft or bankers' cheque or court fee stamp	http://www.maharashtra.gov.in/index.php
Meghalaya	Rs 10/- per application	Not prescribed	Not prescribed	Cash against proper receipt or demand draft or bankers' cheque	Cash against proper receipt or demand draft or bankers' cheque	Not prescribed	* A4/A3 paper created or copied - Rs 2/- per page * Actual charge/cost of a copy in larger sized paper * Information in the form of a publication- actual cost, for photocopies or extracts - Rs 2/- per page	* Floppy/diskette - Rs 50/- per item	Actual cost or price for samples or models	Inspection of records - no fee for the first hour. Rs 5 for each 15 minutes or fraction thereof thereafter	Process for filing first and second appeals not prescribed	No fee prescribed	http://www.meghalaya.nic.in/
Nagaland	Rs 10/- per application	Not prescribed	Not prescribed	Cash against proper receipt or demand draft or bankers' cheque	Cash against proper receipt or demand draft or bankers' cheque	Not prescribed	* Information in printed form at the price fixed or Rs 2/- per page of photocopy for extracts	* Floppy/diskette - Rs 50/- per item	Not prescribed	Not prescribed	* Process for filing first appeal within public authority not prescribed * Second appeal to the State Information Commission. Appeal to be accompanied by (i) an attested true copy of the Order against which the appeal is preferred; (ii) copies of documents relied upon by the applicant and referred to in the appeal; (iii) an index of documents referred to in an appeal. Outlines the procedure to be followed by the Commission in deciding an appeal	No fee prescribed	

Orissa	Rs 20/- per application	Form Prescribed	Electoral photo identity card, passport or any other document which can satisfy the authority about the citizenship of the person	Treasury challan or cash	Cash	Within 15 days from the date of receipt of information from the PIO	* A4 size typed copy/photocopy - Rs 5/- page. * A4 Print out from computer - Rs 10/- page. * Maps & plans - reasonable cost fixed by PIO depending upon the cost of labour, material, equipment and other ancillary expenses * Video Cassette/Microfilm/Microfiche - reasonable cost fixed by PIO depending upon the cost of labour, material, equipment and other ancillary expenses	* CD with cover - Rs 100/- * Floppy diskette (1.44 MB) - Rs 100/-	Reasonable cost to be fixed by PIO depending upon the cost of labour, material, equipment and other ancillary expenses	Inspection of records - Rs 15/- per hour or fraction thereof.	* First appeal through proforma to Appellate Authority accompanied by an appeal fee of Rs 40/- * Second appeal through proforma to State Information Commission accompanied by an appeal fee of Rs 50/-	Court fee stamp	http://orissagovt.nic.in/rightsforinfo/ign/index.htm
Punjab	Rs 50/- per application	Form Prescribed	Not prescribed	Cash or draft or cheque or treasury challan	Not prescribed	Within 15 days after the issuance of the intimation	* A4 or A3 paper created or copied - Rs 10/- page * Larger size paper - actual cost price of paper * Information provided in printed form - price fixed for publication or Rs 10/- per page for extract	* Floppy - Rs 50/- Diskette - Rs 100/-	Not prescribed	Inspection of records - No fee for first hour. Rs 5 for each 15 minutes or fraction thereof	* Process for filing first appeal within public authority not prescribed * Second Appeal to the State Information Commission. Outlines the procedure to be followed by the Commission in deciding an appeal.	No fee prescribed	http://punjabgovt.nic.in/Right_of_information_Acct/index.htm
Rajasthan	Rs 10/- per application	Not prescribed	Not prescribed	Cash against proper receipt or demand draft or bankers' cheque	Cash against proper receipt or demand draft or bankers' cheque	Not prescribed	* A4 or A3 paper, created or copied - Rs 2/- page * Larger size paper - actual charge or cost price of a copy * Information provided in printed form - price fixed for publication or Rs 2/- per page of photocopy for extracts from the publication.	* Floppy/Diskette - Rs 50/- per item	Actual cost of price for samples and models	Inspection of records - No fee for the first hour. Rs 5 for each 15 minutes or fraction thereof thereafter.	* Process for filing first appeal within public authority not prescribed * Second Appeal to the State Information Commission on plain paper in prescribed format, accompanied by (i) an attested true copy of the order against which appeal is being made; (ii) copies of documents referred to and relied upon by the appellant; (iii) index of documents referred to in the appeal. Outlines the procedure to be followed by the Commission in deciding an appeal	No fee prescribed	http://www.rajasthan.gov.in/rti/cr2005.htm
Tamil Nadu	Rs 50/- per application	Not prescribed	Not prescribed	Cash or demand draft or bankers' cheque	Cash against proper receipt or demand draft or bankers' cheque	Not prescribed	* A4 or A3 paper, created or copied - Rs 2/- page * Larger size paper - actual charge or cost price of a copy * Information provided in printed form - price fixed for publication.	* Floppy/Diskette - Rs 50/- per item	Actual cost or price for samples or models	Inspection of records - No fee for the first hour. Rs 5/- for each 15 minutes or fraction thereof thereafter.	Process for filing first and second appeals not prescribed	No fee prescribed	
Tripura	Rs 10/- per application	Not prescribed	Not prescribed	Cash against money receipt	Cash against money receipt	Not prescribed	* A4 or A3 paper or part thereof - Rs 2/- per page (per impression) * Information provided in printed form - price fixed for publication or Rs 2/- per page for extracts for the publication	* Floppy/Diskette - Rs 50/- per item (provided the computerised information is available)	Actual cost or price for samples or models	Inspection of records - No fee for the first hour. Rs 5/- for every subsequent 15 minutes or part thereafter	* Process for filing first appeal within public authority not prescribed * Second appeal to the State Information Commission accompanied by a memorandum in writing	No fee prescribed	

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