To:

The Public Information Officer
Hindustan Organic Chemicals Ltd
Office No: 401,402 and 403, 4th Floor,
V Time square, Plot No: 3, Sector 15,
CBD Belapur, NAVI MUMBAI - 400614

(1) Full name of the applicant: ____________________________________________

(2) Residential Address: ____________________________________________
_________________________________________ Taluka:________________Dist.:_________________ 
Post.:_________ PIN___________State:_________

(3) Particulars of information required:

(i) Subject matter of information.* ____________________________

(ii) The period to which the information relates # : ____________________________

(iii) Description of the information required ** : ____________________________
__________________________________________

(iv) Whether information is required by post or in person (The actual postal charges shall be included in addition to fees): ____________________________

(v) In case by post (Ordinary, Registered or Speed)*** ____________________________

(4) Whether the applicant is below poverty line : _________________________________ (If yes, attach the photocopy of the proof thereof).

Place:

Date: 

Signature of the Applicant

Legends:

* Broad category of the subject to be indicated (such as grant of Government Land / Service matters / Licenses, etc.)

# Relevant period for which information is required to be indicated.

** Specific details of the information is required to be indicated.

***Information will be despatched / handed over only after receipt of full cost payment as per RTI 2005.