

**FORM – D**  
[See Rule 7 (1)]  
**Form of Memorandum of Appeal to the First Appellate Authority under  
Section 19 (1) of the Act**

From

**(Applicant's Name & Address)**

Before

**The First Appellate Authority**

- 1. Full name of the Appellant
  
- 2. Address
  
- 3. Particulars of Public Information Officer
  
- 4. Date of receipt of the order appealed against
  
- 5. Last date for filing the appeal
  
- 6. Particulars of information
  - (a) Name of the office or Department to which the information relates
  
  - (b) Nature and subject matter of the information required
  
- 7. The grounds for appeal (Details, if any, to be enclosed in separate sheet)

**Verification**

I,  Name of the appellant  son of /  daughter of /  
 wife of  hereby declare that the particulars furnished  
in the appeal are to the best of my knowledge and belief, true and correct and that I have not suppressed  
any material fact.

To

**Name and Address of Appellate Authority**

Signature of the Appellant

Place

Date