

**Form I**

[see rule 4]

**ACKNOWLEDGEMENT**

From

.....

..... *(The Designated Officer/ Authorised Officer)*

To

.....

..... *(Name and address of the Applicant)*

Sub. — The West Bengal Right to Public Services Act, 2013 — Acknowledgement of application

Ref.— Your application dated .....

I hereby acknowledge your application cited. Due date of service to be provided is \_\_\_\_\_

OR

The following defects in the application may be rectified, urgently:

(Specify defects, if any)

(1) .....

(2) .....

Yours faithfully,

Place:

Date:

Designated Officer/Authorised Officer  
(Office Seal)