Request for Information under the Right to Information Act

1. Details of the Applicant
   - Name
   - Identification Number (e.g. National Identity Card Number, Passport Number, Company Registration Number, etc.)
   - Contact Number
   - Address
   - Taxpayer Identification Number (TIN) (Complete ONLY if you are registered with MIRA)

2. Requested Information
   - Please provide as much detail as possible about the information you are requesting for
   - Details of the information (Use additional sheets if necessary)
   - Period to which the information relates
   - Document reference numbers (If applicable)

3. Preferred Access Type
   - (a) Opportunity to inspect the documents, or listen to or view audio/video
   - (b) Receive a soft copy of the documents (please complete item 4 overleaf)
   - (c) Receive a hard copy of the documents (please complete item 5 overleaf)

Acknowledgment of Request for Information

We acknowledge the request for information submitted by the below mentioned party. This receipt is issued pursuant to section 6(f) of the Right to Information Act.

Request Submitted By

Request Received By

Received Date

Time

Signature & Seal
Declaration by Individuals
I agree to pay any fee that may be charged by MIRA to process my request.

Signature

Finger Print

Date

Declaration by Legal Entities
I declare that I am authorised to sign this request. I further agree to pay any fee that may be charged by MIRA to process my request.

Title
First Name
Other Names
Contact Number

Designation
Email Address

Date

Signature & Seal