

**PROCEDURE FOR OBTAINING RIGHT TO INFORMATION**  
**UNDER RTI 2005**

Applications seeking information under RTI Act 2005 can be submitted in A4 size paper addressed to ***Mr. Soumen Karmakar, Central Public Information Officer, National Institute of Technology Karnataka, Surathkal, P.O. Srinivasnagar – 575 025.***

A request for obtaining information under sub-section (1) of section 6 shall be accompanied by an application fee of rupees ten (Rs. 10.00/-) by way of Indian Postal Order or payment proof of online transfer of money to the Institute account. Details of Institute account are as follows:

**Beneficiary Name: THE DIRECTOR, NITK, SURATHKAL**

**Bank Name: STATE BANK OF INDIA, NITK Campus Surathkal Branch**

**Account No.: 10175365060**

**Swift Code: SBININBB146**

**IFSC Code: SBIN0002273**

(You may send the transaction screenshot as a proof of payment to: [nitksrti@gmail.com](mailto:nitksrti@gmail.com))

For providing the information under sub-section(1) of section 7, the fee shall be charged by way of Indian Postal Order or payment proof of online transfer of money to the Institute account as per the details provided above at the following rates:-

- (a) Rupees two for each page (in A-4 or A-3 size paper) created or copied;
- (b) Actual charge or cost price of a copy in larger size paper;
- (c) Actual cost or price for samples or models; and
- (d) For inspection of records, no fee for the first hour; and a fee of rupees five for each fifteen minutes (or fraction thereof) thereafter.

For providing the information under sub-section (5) of section 7, the fee shall be charged by way of online transfer at the following rates:-

- a. for information provided in diskette or floppy rupees fifty per diskette or floppy; and
- b. for information provided in printed form at the price fixed for such publication or rupees two per page of photocopy for extracts from the publication.