

PROFORMA FOR OBTAINING INFORMATION

TO BE SUBMITTED IN TRIPLICATE

NAME OF THE PERSON/ORGANIZATION :

ADDRESS :

TELEPHONE/TELEFAX NO :

INFORMATION REQUIRED :

(SPECIFY WITH DETAILS AND REFERENCE FOR EASY DETECTION)

(SIGNATURE OF THE APPLICANT)

NOTE:

1. ONE REQUEST TO BE MADE IN ONE PAGE.
2. REQUEST TO BE SENT PER REGD. POST WITH AN APPLICATION FEE OF RS.10/- PER REQUEST TO BE DRAWN ON "HINDUSTAN CABLES LIMITED..(NAME OF THE UNIT FROM WHICH INFORMATION IS SOUGHT) BY DEMAND DRAFT OR BANKERS' CHEQUE. IN CASE BY CASH, DEPOSIT TO BE MADE AT THE CASH SECTION OF THE CONCERNED UNIT AGAINST PROPER RECEIPT.
3. COVERING LETTER TO BE ADDRESSED TO THE PUBLIC INFORMATION OFFICER (NAME OF THE UNIT OF HCL)
4. ON RECEIPT OF REQUEST, FEES TO BE CALCULATED AND INTIMATED. ON RECEIPT OF REQUIRED FEES, DOCUMENTS TO BE PROCESSED FOR SUBMISSION.

DATE OF APPLICATION:

DATE OF RECEIPT BY HCL:

