

Annexure 'B'

KAMARAJAR PORT LIMITED

Format of letter intimating transfer of an application

Date:

From

The Public Information Officer

Kamarajar Port Limited

No: 23, First Floor, P.T.Lee Chengalvaraya Naicker Maligai

Rajaji Salai, Chennai - 600 001

To

(Name & Address of the applicant)

Sir,

Sub: **Application Reference Number** _____.

Please refer to your application dated _____ addressed to the undersigned requesting to provide information on _____ . The above information is held by another public authority. Hence, your application is being forwarded to (name and address of the public authority to whom the application is being transferred).

2. The inconvenience caused is regretted.

Yours faithfully,

(Name & Signature of PIO)

Copy, together with the application referred to above, in original, forwarded to:

(name and address of the public authority to whom the application is being transferred).

Encl: As above