

DEPARTMENT OF POSTS, INDIA

O/o THE CHIEF POSTMASTER GENERAL, MAHARASHTRA CIRCLE, MUMBAI – 400001

**Pro forma for complaints preferred in 110th Dak Adalat to be held on 25.09.2019 at 11.00 am in the office of Chief Postmaster General Maharashtra Circle, Mumbai GPO Building, 2nd Floor, Mumbai – 400001.
(Last Date 10.09.2019)**

1. SL No
2. Name of the complainant along with full Postal Address, E-Mail ID, Contact no. etc.
3. Nature of Complaint/Grievances.
4. Details of Postal Authority/Authorities with whom the grievance was taken up earlier.
 - a. Post Office/Mail Office
 - b. Name of the Division/Unit
 - c. Name of the Region
5. Reply received from the proper authority. Copy of the correspondence may please be enclosed.
6. Reasons for further grievance/level of settlement with the response of the proper authority.
7. Specific relief which is requested by the applicant from this Department.