

*For request of any meteorological data please use the following format*

**DATA REQUEST FORMAT**

1. **Name and Designation of the requesting Party** : -----  
: -----
2. **Name of the Company/Institute** : -----
3. **Address for Correspondence and Phone, Fax No. and E-mail ID Etc., (in BLOCK LETTERS)** : -----  
: -----  
: -----  
: -----
4. **Type of Institution** : **Research / Commercial/Registration**
5. **Type of Data Required** : **Surface /Autographic / Rainfall / OLR / Upper-Air / Agro-Met/ Marine / Ozone/ Air-Pollution /AWS/Radiation/ Others**
6. **Parameter Required** : **Rainfall / Temperature / Pressure / RH Wind (Speed/Direction) / RS /RW/OLR/ SST or Specify.**
7. **Frequency of Data** : **Hourly / Daily / Weekly / Monthly / Annual (rainfall)**
8. **Stations / Regions /Locations for which Data is required** : -----  
: -----
9. **Data Period (From and Upto)** : -----
10. **Formet of data to be supplied Through e-mail and CD** : **Ready to Read format / Excel**
11. **Special Information, if any, to furnish** : -----

DATE : -----

**Signature of the Party**