DATA REQUEST FORM

(For Meteorological Data / Weather Reports from IMD Kolkata)

1.	Name and Designation of the Requesting Party	:	
2.	Name of the Company / Institute	:	
3.	Address for Correspondence	:	
4.	Phone / Mobile No.	:	
5.	Email ID	:	
6.	Category of Party	:	Departmental / Government / PSU / Educational or Research Institute / Student / Research Scholar / Private or Commercial / Media / Individual
			(Data requests of the Foreign parties are dealt centrally by National Data Centre (NDC) at CR&S, IMD Pune)
7.	Purpose of Data Request	:	Studies / Project Work / Research / Insurance / Court Case / Departmental Enquiry
8.	Date / Period of Data	:	
9.	Place / Location of Data	:	
10.	Particulars of Data Required	:	Type of Data: Surface Rainfall Others (specify):
			Parameter(s) Required: Temperature Pressure Rainfall Humidity Wind Others (specify):
			Data Frequency Required: Daily Monthly Annual Hourly
			Daily Weather Report: for Insurance Court Case Departmental Enquiry
11.	Special Information / Requirement, if any	:	
			(Signature of Data Requesting Party)

Kindly send / email the above data request form along with the formal 'Data Request Letter' addressed to:

Head – Eastern Region, Regional Meteorological Centre Kolkata

4, Duel Avenue, Alipore, Kolkata 700027

Email: ts.rmckolkata@imd.gov.in or rmckolkata@gmail.com