

## Data Subject Access Request

(Record)

### 1. DATA SUBJECT DETAILS:

<b>Title</b>	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other: <input type="checkbox"/>
<b>Surname</b>					
<b>First name(s)</b>					
<b>Current address</b>					
<b>Telephone number:</b>					
<b>Home</b>					
<b>Work</b>					
<b>Mobile</b>					
<b>Email address</b>					
<b>Date of birth</b>					
<b>Details of identification provided to confirm name of data subject:</b>	We will need two copies of forms of identification, which can be: <ul style="list-style-type: none"> <li>• Passport</li> <li>• Driving licence</li> <li>• Birth certificate</li> <li>• Utility bill (from last 3 months)</li> <li>• Current vehicle registration document</li> <li>• Bank statement (from last 3 months)</li> <li>• Rent book (from last 3 months).</li> </ul>				
<b>Details of data requested:</b>					

#### 1.1 DETAILS OF PERSON REQUESTING THE INFORMATION (if not the data subject):

<b>Are you acting on behalf of the data subject with their Written or other legal authority?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>				
<b>If 'Yes' please state your relationship with the data subject (e.g. parent, legal guardian or solicitor)</b>					
<b>Please enclose proof that you are legally authorised to obtain this information.</b>					
<b>Title</b>	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other: <input type="checkbox"/>
<b>Surname</b>					
<b>First name(s)</b>					
<b>Current address</b>					
<b>Telephone number:</b>					
<b>Home</b>					
<b>Work</b>					
<b>Mobile</b>					
<b>Email address</b>					

**2. DECLARATION**

I, ....., the undersigned and the person identified in (1) above, hereby request that First Intuition Ltd provide me with the data about me identified above.

Signature:

Date:

SAR form completed by (employee name):

I, ....., the undersigned and the person identified in (1.1) above, hereby request that First Intuition Ltd provide me with the data about the data subject identified in (1) above.

Signature:

Date:

SAR form completed by (employee name):

This form must immediately be forwarded to First Intuition Ltd's Data Protection Officer / GDPR Owner.