**Request made by**

(Data required for identifying and contacting the person)

|  |  |
| --- | --- |
| Name: first and last name | Personal identification code |
| Address | Phone |
| E-mail |
| Preferred method of contact: e-mail [ ]  regular mail [ ]  |

**Object of request**

|  |
| --- |
| [ ] I request the correction of the following personal data concerning me: |

|  |
| --- |
| [ ] I request the erasure of the following data concerning me: |

|  |  |
| --- | --- |
| Date | Signature and name in print |

**Actions by data controller**

[ ] The data subject’s personal data will not be processed or it has been removed.

[ ] The data requested by the data subject has been corrected and the data subject has received notice of it; date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ] The data requested by the data subject has been erased and the data subject has received notice of it; date: \_\_\_\_\_\_\_\_\_\_\_\_

[ ] Correction or erasure request denied partly or fully and an account of the reasons sent to the data subject; date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date, signature of person who corrected or removed the data, name in print, and job title**

|  |  |
| --- | --- |
| **Date** | **Signature, name in print, job title** |