

**Request form for data subject access/rectification/correction/deletion or data portability**

*\*Required field*

**Applicant information**

Full name\*:

First name:

Surname:

Email address\*:

*We need your email address so that we can contact you regarding your request.*

*Client number (optional):*

**On whose behalf are you acting? \***

- Myself
- A family member
- A client
- Other, namely:

**Attach a (legible) copy of a document that confirms the identity of the subject of this request.\***

We have to confirm your identity to prevent fraudulent requests from people posing as someone else. A full passport or identity card is not required. You can make parts of a document illegible. The document does, however, have to be complete enough to enable us to identify you. Your copy will be deleted after your request has been processed, unless the law requires otherwise.

**What is the purpose of your request?\***

- Access
- Rectification
- Correction
- Deletion
- Data portability
- Other, namely .....

**Which personal data does your request concern?\***

**Why are you submitting this request for this data?\***

**Have you already submitted a request?**

- Yes  
Namely:
- No

**Does your request concern personal data that has been shared with other countries? If yes, which countries?**

**Tick the following checkboxes to confirm that you agree with the following statement.**

- I declare that I have completed this form truthfully and that I am authorised to submit this request.\*
- I understand that my request may have consequences for the processing of my personal data and accept the consequences.\*
- I agree to the processing of the personal data specified in this form and any data that I provide by way of further correspondence, so that Translagic can process my request and comply with the legal obligations.\*

Signed in duplicate on \_\_\_\_\_ and sent to Translagic on 202..

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Applicant's signature

Attachments:

*Date received by Translagic*

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