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FORM DPG 2 **(r. 9(2))**
REQUEST FOR ACCESS TO PERSONAL DATA

Note.

- (i) *Documentary evidence in support of this request may be required.*
- (ii) *Where the space provided for in this Form is inadequate, submit information as an annexure*
- (iii) *All fields marked as * are mandatory*

A. DETAILS OF THE DATA SUBJECT

(This section is to provide the details of the Data Subject).

Name*:

Identity Number*:

Phone number*:

E-mail address*:

(Provide the following details where making a request on behalf of a minor or a person who has no capacity)

Name*:

Relationship with the Data Subject*:

Contact Information*:

B. DETAILS OF THE PERSONAL DATA REQUESTED

(Describe the personal data requested)

MODE OF ACCESS

I would like to (check all that apply):

☐ Inspect the record

☐ Listen to the record

☐ Have a copy of the record made available to me in the following format

☐ Photocopy (Please note that copying cost will apply)

☐ Number of copies required:

☐ Electronic

☐ Transcript (Please note that transcription charges may apply)

☐ Others (specify)

C. Delivery method

- ☐ Collection in person
- ☐ By mail (Provide address where different / in addition to details provided above)
Town/city:
- ☐ By email (provide email address where different / in addition to details provided above):

DECLARATION

Note any attempt to access personal data through misrepresentation may result in prosecution.

☐

I certify that the information given in this application is true.

Signature

Date