

Subject Access Request Form

You should complete this form if you want us to supply you with a copy of any personal data we hold about you. You are currently entitled to receive this information under the EU General Data Protection Regulation (GDPR).

We will provide response to your request within one month of receiving it or we will inform you if longer time is necessary to prepare the response.

The information you supply in this form will only be used for the purposes of identifying the personal data you are requesting and responding to your request.

Details of the person requesting information

Name	
Surname	
Address	
E-mail Address	
Account Number (if client of UAB Walleto)	

Are you the data subject?

Please tick the appropriate box and read the instructions which follow it.

Yes

I am the data subject. I enclose proof of my identity

No

I am acting on behalf of the data subject. I have enclosed the data subject's written authority and proof of the data subject's identity and my own identity

If you are acting on behalf of data subject, please provide data subjects details as also additional information:

- data subject's written authority to act on his behalf;
- proof of the data subject's identity and your own identity.

Data Subjects information (if differs from person requesting)

Name	
Surname	
Address	
E-mail Address	
Account Number (if client of UAB Walleto)	

To ensure we are releasing data to the right person we require you to provide us with proof of your identity and of your contact information. Please supply us with a photocopy or scanned image of one of both of the following:

- 1) **Proof of Identity** - Passport or national identity card.
- 2) **Proof of Address** - Utility bill, bank statement, credit card statement (no more than 3 months old).

If we are not satisfied you are who you claim to be, we reserve the right to refuse to grant your request.

* The provided personal information will be processed only to execute this request and after completion will be deleted.

Please provide the reason why are you making this request

- Access request
- Rectification of personal data
- Restriction of processing of personal data

Please explain the reason/justification of your request:

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Signature:	
Date:	

Completed and signed form should be submitted via e-mail to DPO@walleto.eu or sent with post to address: Žalgirio str. 92-805, LT-09303, Vilnius, Lithuania addressed to Data Protection Officer.