

SUBJECT ACCESS REQUEST FORM

Request for access to personal data under the General Data Protection Regulation (GDPR) / Data Protection Act 2018.

- PLEASE NOTE:**
1. This form should be printed off, completed and either posted to us or emailed to dataprotection@obf.ie
 2. Requests must be signed by the applicant.
 3. Proof of Identity must accompany a Request.
 4. OBF Insurance Group Ltd. will provide the data within 30 days of receiving a request and proof of identity. Where requests are complex or numerous, this period may be extended. We will advise you if that is the case.
 5. If a request is made through a solicitor, the applicant on whose behalf the request is made will be asked to consent to the release of the data to the solicitor concerned.

PART 1 – DETAILS OF DATA SUBJECT (PERSON MAKING THE REQUEST)

Name

Current Address

Previous Address(es)

Date of Birth

Client Code

Contact Phone Number

PART 2 – DETAILS OF REQUEST

Please outline details of the data sought, e.g. general request, request for specific data

PART 3 – VERIFICATION OF IDENTITY

Please provide a copy of the following: Current Passport OR Current Driving Licence

- Utility bill, Social Welfare or Revenue document dated within the last six months and showing your name and current address.

PART 4 – DECLARATION

I declare that all the details I have provided in this request are true and complete.

Signature of Requester

Date
