## **RIGHT TO ACCESS FORM**

Request for information about personal data included in a file.

## DATAS OF THE CLAIMANT

Mr./Mrs ....., adult and domiciled Street

...... City .....

County ....., P.C. ...., ID number ...., coming with a copy of the ID, indicates with this form the desire to exercise his right of access, in accordance with the articles 15 of the Organic Law 15/1999, and the articles 12 and 13 of the Royal Decree 1332/94.

## **REQUESTS.-**

- That the access to his personal information will be facilitated within a month from the reception of this request, and in case of missed deadline about this request, it will be understood as refused. In this case the claim will be presented to the Spanish Agency of Data protection in order to start the process of protection for my rights, according to article 18 of the Organic Law and article 17 of the Royal Decree.
- 2. That if the request for access to my data is granted, the information will be sent to the address indicated overhead.
- 3. That this information will contain in a clear and understandable way my basic personal data included in your files, as well as consequences of any elaboration or process, the origin of the data, beneficiaries and purpose specifications, and concrete uses for which they have been stocked.

## DATAS OF THE FILE

Name and data of the file for which you ask for cancellation :

In ..... on .....