Form 2:

Request for correction or deletion of personal information or destroying or deletion of record of personal information in terms of Section 24(1) of the protection of personal information act, 2013 (Act no.4 of 2013)

Regulations relating to the protection of personal information, 2018 (Regulation 3)

Note:

1. **Affidavits or other documentary evidence as applicable in support of the request may be attached.**
2. **If the space provided for in this Form is inadequate, submit information as an Annexure to this Form and sign each page.**
3. **Complete as is applicable.**

Mark the appropriate box with an "x".

Request for:

☐ Correction or deletion of the personal information about the data subject which is in possession or under the control of the responsible party.

☐ Destroying or deletion of a record of personal information about the data subject which is in possession or under the control of the responsible party and who is no longer authorised to retain the record of information.

Section A: Details of the data subject

Title | Initial/s | First name

Surname

Unique Identifier / Identity Number (Y Y M M D D) | Date of birth (D D - M M - Y Y Y Y)

Residential, postal or business address

Postal code

Cellphone number | Telephone

Fax number / E-mail address

Section B: Details of responsible party

Title | Initial/s | First name

Surname

Residential, postal or business address

Postal code

Cellphone number | Telephone

Fax number / E-mail address

Section C: Information to be corrected / deleted / destructed / destroyed

Section D: Reasons for *correction or deletion of the personal information about the data subject in terms of Section 24(1)(a) which is in possession or under the control of the responsible party; and or reasons for *destruction or deletion of a record of personal information about the data subject in terms of Section 24(1)(b) which the responsible party is no longer authorised to retain.

Please provide detailed reasons for the request

Signed at

Signature of data subject/
designated person

Date D D - M M - 2 0 Y Y