



## Subject Access Request (SAR) application form

Data subjects have the right to access, rectify, erase, transfer and restrict or object the processing of their personal data<sup>1</sup> maintained by Tosoh in its IT systems and databases. To request any of these rights regarding your personal data contained in Tosoh's IT systems and databases, please complete the required fields below, paying particular attention to the sources and kinds of information your request relates to.

Full name of requestor <i>(Last name, first name and middle initial)</i>		
Telephone number		
Company <i>(optional)</i>		
Please indicate which data subject rights you request concerning your personal data.	<input type="checkbox"/> right to access <input type="checkbox"/> right to rectify <input type="checkbox"/> right to restrict the processing	<input type="checkbox"/> right to transfer <input type="checkbox"/> right to erase <input type="checkbox"/> right to object the processing
If possible, please give more details about these elements your request is related to. <ul style="list-style-type: none"> <li>- the type of information</li> <li>- the processing activity</li> <li>- the contact within Tosoh linked to the processing activity</li> </ul>		
In case you request to access/ transfer your personal data, please indicate the destination e-mail address or full home address.		
In case you request to rectify your personal data, indicate which old information should be replaced by which new information.		
In case you request to restrict the processing, indicate which information cannot be processed by Tosoh.		

<sup>1</sup> Unless otherwise noted, "Personal Data" as used in this form refers to personal data that is:

- held at any time by Tosoh in a jurisdiction which is either: (a) in the EU or EEA; or (b) not in the EU or EEA, but is a jurisdiction which imposes restrictions on the use of Personal Data deemed to be equivalent to those in the EU and EEA; or
- transferred by Tosoh across national boundaries.



TOSOH

Please sign and date to authorize the execution of your request to your personal data on your behalf.	<b>Signature:</b>  <b>Date:</b>
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Please attach to this form a signed copy of a government-issued identification card, so that your identity may be verified. This identification should include, at minimum, your full name and signature.

Return this completed form and the identification to the Compliance Officer at Tosoh by e-mail to [privacy.eu@tosoh.com](mailto:privacy.eu@tosoh.com). The Compliance Officer will contact you to confirm that he has received your request.

Please note, that based on Art.12 and Art.15 of GDPR, Tosoh will provide a copy of the personal data undergoing processing free of charge. For any further copies requested by you or if your request is manifestly unfounded or excessive, Tosoh may charge a reasonable fee based on administrative costs.

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