DATA SUBJECT REQUEST

Identification of the Data Subject

Name and
Surname:_____

Order Number:_____

Invoicing Data (Street and House Number, City, Postal
Code):_____

E-mail address:_____

(If you do not know the number of your last order, it is necessary for you to bring your completed request to our premises at Svitavská 62, 571 01 Moravská Třebová for the purpose of verification of your identity. Please, bring a valid identity card with you.
You can also add an authenticated signature to the completed request and send it to the address KAYSER s.r.o., osobní údaje, Svitavská 62, 571 01 Moravská Třebová)

Subject-matter of the request-I want to use (please, mark the selected request with a cross):

1) Right of Access ☐

☐ I want to know the types of my personal data, which you process for the purpose of:
- ☐ fulfilment of the contract
- ☐ direct marketing
- ☐ communication of business messages
- ☐ improvement of service provision
- ☐ other:_____

☐ I want to know all the personal data, which are applicable to me that you process, but I do not want to receive a copy of these data.

☐ I want to know all the personal data, which are applicable to me that you process and I further request you to send me a copy of these archived data for the purpose of (mark):
- ☐ user identification
- ☐ data used in marketing
- ☐ other:_____

2) Right to correction

☐ I desire to correct the following personal
data:_____

The current value of the personal data is:

_____

☐ I desire to add the following personal data:

_____

3) **Right to erasure**

☐ I desire that you should discontinue processing of the following of my personal data:

_____

(the personal data to which the deletion relates) and delete them from all your systems. I acknowledge that it is not possible to accommodate this request in the case of those personal data that are kept as per the statutory requirements or whose keeping is the justified interest of the controller.

4) Right to restriction of processing

☐ I desire that you restrict the following processing:
_____

(description of the processing, which you desire to restrict)

my personal data

_____

(the personal data to which the restriction should apply).

5) Right to portability

☐ I request transmission of these/all[1] my personal data, which you are processing,

_____

The personal data shall be provided *.csv* data format.

Personal data:

☐ send them to the e-mail address, which I stated during registration
☐ send them to the e-mail address, which is stated at the head of this application
☐ send them to the e-mail address
_____

☐ provide them in some other manner
(specify):_____

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[1] Delete as appropriate

6) Right to object to processing

☐ I am objecting to the processing of the following of my personal data: _____

Remark (*additional specification of the application*): _____

Reason for making the application
If you request exercise of the right to deletion, right to restrict processing or right to object, please, summarily state the reason for your application. If you do not do so, it shall probably not be possible to clear your application.

Address for sending of the acknowledgement and decision on the application
Please, send me all the required information
☐ to the e-mail address, which I stated during registration
☐ to this e-mail address:

_____@_____

In _____ date _____

_____
Applicant's signature