

## Subject Access Request

### Details of person requesting the information:

Full name:			
Address:			
Tel No:		Mobile No:	
Email:			

**1. Are you requesting information about yourself?**  YES  NO

If YES, you are the data subject and documentary evidence of your identify is required i.e. driving licence, birth certificate (or photocopy) and a stamped addressed envelope for returning the documents.

If NO, please supply the written consent of the data subject and supply their details as follows:

Full name:			
Address:			
Tel No:		Mobile No:	
Email:			

**2. Please briefly explain why you are requesting this information rather than the data subject:**


**3. Please describe the information you seek together with any other relevant information to help us identify the information you require. Alternatively you have the right to request ALL information held.**


**Please return this form to TIW via:**

- Email: [dpo@tiwgroup.com](mailto:dpo@tiwgroup.com)
- Telephone: 020 7183 2190
- Post: TIW Group Ltd., 24 Lime Street, London, United Kingdom. EC3M 7HS

**marking it for the attention of the Data Protection Officer.**