



REQUEST FOR EXERCISE DATA SUBJECT RIGHTS

Instructions:

Please fill in with capital letters and tick the appropriate boxes according to the content of the request.

Data regarding controller of personal data:

ALKALOID d.o.o., Zagreb, Slavenska avenija 6A

PIN: 28052499240

e-mail: alkaloid@alkaloid.hr

Phone: +385 1 63 11 920

Fax: +385 1 6311 922

Data regarding applicant:

(data marked with (*) are not mandatory and may be delivered for easier communication)

NAME AND SURNAME:	
ADRESS:	
PIN: (if applicable or for foreign citizens – national ID No./No. of document ID)	
Phone:*	
e-mail*	
DATA REGARDING REPRESENTATIVE OF THE APPLICANT: (fill in in case applicant is represented by third party)	

(Controller shall use data collected in this form for accomplishing rights of data subjects in accordance with General Data Protection Regulation and for purpose of answering inquiries and objections of data subject. These data are mandatory and in case of their denial controller shall not be able to respond to the request of data subject. The collected data are considered as secret and controller shall act in accordance with maintaining of data confidentiality obligation.)



APPLICANT WHOSE PERSONAL DATA THE CONTROLLER COLLECTS AND PROCESS, BY SUBMITTING THIS REQUEST SHALL USE ONE OR MORE RIGHTS UNDER GENERAL DATA PROTECTION REGULATION:

(Tick the type of right in respect of this request)

Right to rectification, pursuant to Art. 16. of General Data Protection Regulation, as follows:

- I submit a request for rectification of following data:**

(It is necessary to state personal data as required below)

OLD DATA	
NEW DATA	
CHANGE IS BASED/PROVED BY: (please provide the basis / proof for changing)	

- I submit a request for rectification of following data, with data:**

(It is necessary to state personal data as required below)

INACCURATE DATA	
ACCURATE DATA	
CHANGE IS BASED/PROVED BY: (please provide the basis / proof for changing)	



I submit a request for supplement of following data, with data:

(It is necessary to state personal data as required below)

INCOMPLETE DATA	
COMPLETE DATA	
CHANGE IS BASED/PROVED BY: (please provide the basis / proof for changing)	

Important notes:

- Controller reserves the right to refuse your request if possible under the relevant regulations.
- Controller has to confirm your identity and may contact you for additional information necessary to locate your personal data, as well as supplementary statement when in the interest of establishing the facts relevant to the resolution of this request.
- Controller may use all reasonable measures to establish the identity of the data subject which is seeking access.
- Controller shall respond to your request as soon as possible, no later than 30 days from the date of receipt of the request. This deadline may be extended for additional 30 days, of which you will be notified in a timely manner.
- Controller may charge a reasonable fee taking into account administrative costs of providing information or notifications in accordance with the Criteria for Fees determining of the Personal Data Protection Agency, or refuse to act upon a request if the requests of data subject are evidently unfounded or excessive, in particular due to their frequency.

Signature:

Signature of applicant

Name
and
surname:

Name and surname of applicant

I hereby confirm that all informations in this request and attached documents are true and correct.

Date:

Request can be delivered to us in the following way:

- by post - ALKALOID d.o.o., Slavonska avenija 6A, Zagreb (for Data Protection Officer)
- by e-mail: dpo@alkaloid.hr