



# Subject Access Request Form

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Under the United Kingdom General Data Protection Regulation (UK GDPR) you are entitled as a data subject to obtain from the Company, confirmation as to whether we are processing personal data concerning you, as well as to request details about the purpose(s), categories and disclosure of such data.

You can use this form to request information about, and request access to any personal data that we hold about you. Details on where to return the form can be found at the end of the document.

## 1. Personal Details:

<b>Data Subject's Name:</b>		<b>DOB:</b>	___ / ___ / -----
<b>Home Telephone No:</b>		<b>Email:</b>	

**Data Subject's Address:**

**Any other information that may help us to locate your personal data:**

## 2. Specific Details of the Information Requested:

**3. Representatives** *(only complete if you are acting as the representative for a data subject)*

**[Please Note:** We may still need to contact the data subject where proof of authorisation or identity are required]

<b>Representative's Name:</b>		<b>Relationship to Data Subject:</b>	
<b>Telephone No:</b>		<b>Email:</b>	

**Representative's Address:**

**I confirm that I am the authorised representative of the named data subject:**

**Representative's Name:**

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**Signature:** -----

#### **4. Confirmation**

**Data Subject's Name:** ----- [print name]

**Signature:** ----- **Date:** \_\_\_\_ / \_\_\_\_ / -----

#### **5. Completed Forms**

***For postal requests, please return this form to:***

The Data Protection Officer  
Irwell Insurance Company Limited  
2 Cheetham Hill Road  
Manchester  
M4 4FB

***For email requests, please return this form to:*** The Data Protection Officer at  
data.protection@irwell.co.uk.



**0344 892 0118**

**[info@irwell.co.uk](mailto:info@irwell.co.uk)**

**[www.irwell.co.uk](http://www.irwell.co.uk)**

**Irwell Insurance Company Limited**  
**2 Cheetham Hill Road, Manchester, M4 4FB**

Irwell Insurance Company Limited.

Registration Number 02887406. Authorised by the Prudential Regulation Authority (PRA) and regulated by the Financial Conduct Authority (FCA) and the PRA to conduct general insurance business.

PRA Registration No. 202897

