

Computer Controls AG & Group

www.ccontrols.ch | www.ccontrols.net | www.ccontrols.shop

Subject Access Request – Form

24 May 2018 | CH – 8112 Otelfingen



[Your full address]

[Phone number]

[E-Mail]

[The date]

Computer Controls AG
Data Protection Officer
Industriestrasse 53
8112 Otelfingen
Switzerland

To the Data Protection Officer,

Subject Access Request

[Your full name and address and any other details to help identify you and the information you want.]

Please supply the information about me that I am entitled to under the GDPR relating to my personal data.

Specifically, I would like to see [tell us about the information you want to see. Examples could be: any information held in the Computer Controls CRM system, any information that sales has access to, any information that is held in the Computer Controls finance system, etc.]

I acknowledge that my request will be dealt with as quickly as possible, but may take up to 60 days to be processed.

If you need any more information from me please let me know as soon as possible.

Yours faithfully,

[Signature]

[Full Name]

[Date dd.mm.yyyy] [City]