**Under the General Data protection Regulation (GDPR), you as a Data Subject have specific rights in relation to your personal data that is being processed and stored by the Central Bank. To exercise this right, please complete this form and provide adequate proof of identity.**

## Details Requestor (\* Mandatory Information)

First Name\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­Surname/ Family Name\*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Birth\*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone Number\*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mobile Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_E-mail-address\*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Requests on behalf of the Data Subject

Please note that submitting a request regarding personal information of another person will not be permitted unless you are authorised to do so[[1]](#footnote-1). Authorisation will be verified before any personal information request will be processed.

## Proof of Identity

The Bank requires proof of your identity before fulfilling your request. Proof of identity should include a copy of a passport, ID or driving licence. The document should include your name and date of birth. If you have changed your name, please provide relevant documents verifying the change.

|  |  |
| --- | --- |
| Type of Request (Please tick as appropriate) | Description of Request Please ensure your request is specific and includes detailed information to allow the relevant records to be identified. |
| **□ Request to access** |  |
| **□ Request for rectification** |
| **□ Request for erasure** |
| **□ Request to restriction of**  **processing** |
| **□ Request to object** |

Borrowers seeking information about their credit report, please refer to the Central Credit Register website at <https://www.centralcreditregister.ie/>.

## Data Subject Declaration

I certify that the information provided above is correct to the best of my knowledge. I also understand that the Central Bank of Ireland is obliged to confirm proof of identity/authority and it may be necessary to obtain further information in order to complete this request.

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Data Subject Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Processing of Form

Please return this form via e-mail to [dataprotection@centralbank.ie](mailto:dataprotection@centralbank.ie) or via post to ‘The Data Protection Unit, The Central Bank of Ireland, PO Box 559, New Wapping Street, North Wall Quay, Dublin 1, Ireland’.

Information will be provided by registered post unless otherwise requested.

## Queries

If you have any queries in relation to the submission of this request, please contact the Central Bank’s Data Protection Officer (DPO) on [dataprotection@centralbank.ie](mailto:dataprotection@centralbank.ie) for more information.

1. Note: Unlawfully requests are a criminal offence and may be subject to prosecution. [↑](#footnote-ref-1)