

REQUEST FOR CORRECTION OR DELETION OF PERSONAL INFORMATION OR DESTROYING OR DELETION OF RECORD OF PERSONAL INFORMATION IN TERMS OF SECTION 24(1) OF THE PROTECTION OF PERSONAL INFORMATION ACT, 2013 (ACT NO. 4 OF 2013)

Note:

- *If the space provided for in this Form is inadequate, submit information as an Annexure to this Form and sign each page.*
- *Complete as is applicable.*

Mark the appropriate box with an "x".

Request for:

- Correction of the personal information about the data subject which is in possession or under the control of the responsible party.
- Deletion of the personal information about the data subject which is in possession or under the control of the responsible party.
- Destroying of a record of personal information about the data subject which is in possession or under the control of the responsible party and who is no longer authorised to retain the record of information.

A	DETAILS OF THE DATA SUBJECT
Name(s) and surname of registered data subject:	
Identity Number:	
Residential, postal, or business address:	
	Code ()
Contact number(s):	
Fax number/E-mail address:	
B	DETAILS OF RESPONSIBLE PARTY
Name(s) and surname of responsible party:	
Residential, postal, or business address:	
	Code ()
Contact number(s):	
Fax number/ E-mail address:	



C	INFORMATION TO BE CORRECTED / DELETED / DESTROYED / DESTROYED (NB: Circle the intended instruction!)
<p>REASONS FOR *CORRECTION OR DELETION OF THE PERSONAL INFORMATION ABOUT THE DATA SUBJECT IN TERMS OF SECTION 24(1)(a) WHICH IS IN POSSESSION OR UNDER THE CONTROL OF THE RESPONSIBLE PARTY; and or REASONS FOR *DESTRUCTION OR DELETION OF A RECORD OF PERSONAL INFORMATION ABOUT THE DATA SUBJECT IN TERMS OF SECTION 24(1)(b) WHICH THE RESPONSIBLE PARTY IS NO LONGER AUTHORISED TO RETAIN. (Please provide detailed reasons for the request)</p>	

Signed at this day of 20.....

.....
Signature of data subject/ designated person

This form is willingly furnished and a true reflection of my/our wishes and requirements. I/We reserve the right to revoke this form at any time if necessary. I/We understand the purpose of the information provided and accept the terms and indemnify the parties involved in the process against any loss or harm (direct or indirect), unauthorised or unlawful use, destruction, or disclosure of information. This consent may only be amended in writing.

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