

SUBJECT ACCESS REQUEST FORM

Please submit the following supporting material with your application:

- Two copies of official photo identification to verify your identity e.g. driving licence or passport. The documents should include your full name, date of birth and current address.
- Proof of address e.g. copy of a recent utility bill or official letter addressed to you.

Complete the form using BLOCK LETTERS

TITLE:

FULL NAME:

ADDRESS:

.....

EIR CODE:

PHONE NUMBER:

PREVIOUS ADDRESSES:

.....

I,[insert name] wish to have access to data that I believe Michael Murphy Home Furnishing retains on me as outlined below:

.....

.....

.....

I declare that all the details I have given in this form are true and complete to the best of my knowledge.

Signature of Applicant:

Date:

kept for as long as necessary and will be disposed of in a safe and secure manner in accordance with the Michael Murphy & Co Ltd privacy policy.

General Data Protection Regulations 2018

Michael **MURPHY**
Home Furnishing

Please submit your completed form and relevant documents by post to:

SUBJECT ACCESS REQUEST

Michael Murphy & Co Limited

Edward Street

Newbridge

Co. Kildare

Ireland

W12 H049

Michael Murphy Home Furnishing will only share the information requested in the above form with those who are legally entitled to access it. Any form omissions may lead to a delay in processing your information. The information will only be

kept for as long as necessary and will be disposed of in a safe and secure manner in accordance with the Michael Murphy & Co Ltd privacy policy.