**Subject Access Request Form**

**To:** The Data Privacy Officer, Habitat for Humanity New Zealand Ltd.

Please provide personal information you are holding that relates to me as per the detail below.

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| --- | --- |
| **Title:**  Mr Mrs Ms Miss Other: ………………… | **Surname/Family Name**: |
| **Firsy Name(s):** | **Date of Birth:** |
| **Address Street:** | **Address Suburb:** |
| **Address City:** | **Address: Post Code** |
| **Phone number Daytime:** | **Phone number Mobile:** |
| **Proof of identity enclosed #1: (Required)** | **Proof of identity enclosed #2: (Required)** |
| **Personal information requested:**  Please advise if there is specific personal information you would like us to provide. Please use the space below: | |
|  | |
| Please tell us if you know the purpose for which we obtained the information from you in the first place or the programme the information relates to. Also, please advise any dates and names that will be helpful for us to carry out the required data search. Please use the space below (continue on reverse side of page if needed): | |
|  | |
| **Your signature:** | **Date of request:** |

**Please post to:** The Data Privacy Officer, Habitat for Humanity NZ Ltd, PO Box 112 387, Ellerslie, Auckland 1642.