

SBM BANK (MAURITIUS) LTD

SUBJECT ACCESS REQUEST FORM

Note to Requestor

1. We rely on your personal details provided below to be complete and accurate to be able to process this request.
2. If the request is made by an individual other than the Data Subject, please also submit the following documents:
 - (a) A legally authenticated and registered Power of Attorney. If drawn abroad, it must be legalised by Apostille and relevant formalities and
 - (b) Proof of identity of the Data Subject, for example, copy of the national identity card or a valid passport or a birth certificate.
3. Data Subject means an individual who is the subject of the personal data¹.
4. You may be asked to provide additional information to help us process your request.
5. If there are any fees associated with your request, we will notify you in advance.
6. Upon approval, you will be contacted to arrange a specific date and time for collection of your personal data, should you have chosen to receive your personal data in hard copy. You are required to bring your proof of identification and collect the requested personal data personally at the following address:

**SBM Bank (Mauritius) Ltd
Level 3, SBM Tower
1 Queen Elizabeth II Avenue
Port Louis**

PLEASE COMPLETE IN BLOCK LETTERS

A. Details of Data Subject

Name
Surname
NIC Number / Passport Number
Telephone / Mobile Number
Address
.....
Email Address
Date of Birth

B. Details of Requestor Applying for and on behalf of the Data Subject (Where applicable)

Name
Surname
NIC Number / Passport Number
Telephone / Mobile Number
Mobile Number
Email Address
Date of Birth

¹ 'Personal Data' means any information relating to an identified or identifiable natural person ('Data Subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person (Article 4 of the General Data Protection Regulation).

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C. Details of Request

Please provide a description of the personal data you are requesting access to, and any relevant additional information which can assist us in providing you with a copy of the personal data you are requesting for.

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D. Format of the Requested Information

Please specify the format you wish to receive your information

Hard Copy (Paper)

Soft Copy (Email)

(PDF Secured attachment to be sent to your registered email address with the Bank)

E. Declaration of Requestor

I hereby declare and confirm that all information and supporting documents provided by me in connection with this Access Request are true, accurate and complete.

I understand that it will be necessary for SBM Bank (Mauritius) Ltd to verify my identity and I consent to the collection and, use of the personal data that I have provided in this form for the purpose of this Request.

Signature

Date

For Office Use

Application Reference Number

Received by / Date

Referred to / Date

Fees to be charged (If any)

Date of Completion of Request

Request Outcome

Remarks

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