REQUEST FOR ACCESS TO PROCESSED PERSONAL DATA

pursuant to Art. 15 of Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (General Data Protection Regulation – GDPR), in conjunction with Section 21 of Act No. 18/2018 Coll. on the Protection of Personal Data and on Amendments to Certain Acts

Data subject (* please complete):

Name and surname, title:			
Permanent address:			
Correspondence address:			
Phone:		Contact e-mail:	

Company: **WorkSpace Europe**
Headquarters: Konventná 7969/6, 811 03 Bratislava
Represented by: e-mail: info@workspaceeurope.sk, phone: +421 948 222 021

I, the above-named data subject, request your company, as the Controller, to provide information on the processing of my personal data, namely (* select which of the information below we should provide to you):

- ☐ For what purposes you process my personal data,
- ☐ What categories of my personal data you process,
- ☐ The identity of the recipient or the category of recipients to whom you have disclosed my personal data, the period for which my personal data will be processed,
- ☐ The source of my personal data,
- ☐ Information on whether automated individual decision-making, including profiling, takes place and, if so, what procedure you use and what consequences it may have,
- ☐ Information on whether my personal data are transferred to third countries or an international organisation

I hereby request that you provide the above information (* select at least one of the options):

- ☐ By post to my permanent address stated in the header of this request
- ☐ Electronically to my e-mail address stated in the header of this request

I confirm that the information provided in this request is correct and true. I acknowledge that:

- the Controller must verify my identity and may contact me again for this purpose;
- the Controller will begin processing the request only once it has received all the required information;
- while the response to this request is free of charge, if I repeatedly request the same information or make manifestly unfounded or excessive requests, the Controller may charge a reasonable fee of EUR 5 for processing the request;
- if I repeatedly request the same information or make manifestly unfounded or excessive requests, the Controller may refuse to act on the request.

In ..... on .....

Signature of the data subject