

[YOUR\_NAME]

[YOUR\_ADDRESS\_LINE\_1]

[YOUR\_ADDRESS\_LINE\_2]

[YOUR\_CITY]

[YOUR\_POSTCODE]

[YOUR\_EMAIL]

[YOUR\_PHONE]

[DATE]

Data Protection Officer

[SUPERMARKET\_NAME]

[SUPERMARKET\_HEAD\_OFFICE\_ADDRESS]

[SUPERMARKET\_CITY]

[SUPERMARKET\_POSTCODE]

To Whom It May Concern,

**SUBJECT ACCESS REQUEST - FACIAL RECOGNITION AND BIOMETRIC DATA**

SAR Number: [SAR\_NUMBER]

I hereby make a Subject Access Request pursuant to Article 15 of the UK General Data Protection Regulation (UK GDPR) and Section 45 of the Data Protection Act 2018.

**PERSONAL INFORMATION**

Complete Name: [YOUR\_NAME]

Birth Date: [YOUR\_DOB]

Postal Address: [YOUR\_FULL\_ADDRESS]

Electronic Mail: [YOUR\_EMAIL]

Telephone Number: [YOUR\_PHONE]

Customer/Member ID (if applicable): [WILLOUGHBY\_PIX\_BUSTERS\_NUMBER]

**INFORMATION REQUIRED**

Please provide all personal data you hold concerning me, specifically:

1. Biometric data of any description, including but not limited to facial recognition templates, biometric identifiers, facial geometry measurements, or algorithmic outputs derived from my facial features;
2. Photographic or video material including CCTV recordings, security footage, or any images capturing my appearance;

3. Records documenting the capture, processing, storage, or analysis of my biometric data, including timestamps and locations;
4. Information about the facial recognition technology systems in use, including supplier names and the purposes for data processing;
5. The period for which you intend to retain my biometric data;
6. Details of any third-party organisations or individuals who have been provided access to my biometric data;
7. The legal basis under Article 6 UK GDPR and the special category condition under Article 9 UK GDPR justifying your processing of my biometric data;
8. Copies of Data Protection Impact Assessments concerning your facial recognition operations;
9. Full details of my rights regarding this processing, including rights to object, rights to erasure, and rights to restrict processing.

### **LOCATION AND TIME DETAILS**

The following visits to your premises are occasions when my biometric data is likely to have been captured:

First Occasion:

Location Details: [STORE\_NAME\_1]

Visit Date: [VISIT\_DATE\_1]

Visit Time: [VISIT\_TIME\_1]

Purchase Receipt: [RECEIPT\_NUMBER\_1]

Terminal Number: [TILL\_NUMBER\_1]

Second Occasion:

Location Details: [STORE\_NAME\_2]

Visit Date: [VISIT\_DATE\_2]

Visit Time: [VISIT\_TIME\_2]

Purchase Receipt: [RECEIPT\_NUMBER\_2]

Terminal Number: [TILL\_NUMBER\_2]

Third Occasion:

Location Details: [STORE\_NAME\_3]

Visit Date: [VISIT\_DATE\_3]

Visit Time: [VISIT\_TIME\_3]

Purchase Receipt: [RECEIPT\_NUMBER\_3]

Terminal Number: [TILL\_NUMBER\_3]

## **IDENTITY CONFIRMATION**

As required by UK GDPR Article 12, I attach a Certificate of Identity prepared and signed by [SOLICITOR\_NAME], a qualified solicitor at [SOLICITOR\_FIRM]. This certificate confirms my identity and current residential address, and has been verified by the Information Commissioner's Office as an acceptable form of identification for Subject Access Request purposes.

## **LEGAL TIMEFRAME**

You are legally obliged under UK GDPR Article 12(3) to respond to this request without undue delay and no later than one month from the date of receipt.

Please provide the requested data electronically, preferably as a PDF or Word file, sent to my email address listed above. Should electronic delivery not be possible, kindly contact me to arrange an alternative method.

In accordance with UK GDPR Article 12(5), no fee should be charged for this service.

If you need any additional information to fulfil this request, please contact me promptly.

I expect to receive your response within the statutory time limit.

Yours faithfully,

[YOUR\_NAME]

---

This Subject Access Request template was created using guidelines from the Information Commissioner's Office (ICO) and was obtained from an open source document. You have the full right to duplicate, distribute, modify, and use this template for any purpose without restriction.

Open Source Repository: [https://github.com/\[YOUR-USERNAME\]/uk-sar-templates-biometric-data](https://github.com/[YOUR-USERNAME]/uk-sar-templates-biometric-data)

Template Version: 1.0

Last Updated: December 2025