

[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]

Dear Sir or Madam,

**SUBJECT ACCESS REQUEST - BIOMETRIC DATA (FACIAL RECOGNITION)**

Reference Number: [SAR\_NUMBER]

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

**PERSONAL DETAILS**

Full Name: [YOUR\_NAME]

Date of Birth: [YOUR\_DOB]

Address: [YOUR\_FULL\_ADDRESS]

Email: [YOUR\_EMAIL]

Telephone: [YOUR\_PHONE]

Membership Number (if applicable): [WILLOUGHBY\_PIX\_BUSTERS\_NUMBER]

**INFORMATION REQUESTED**

I request access to all personal data you hold about me, specifically including but not limited to:

1. Any and all biometric data, including facial recognition data, facial templates, facial scans, or any derived biometric identifiers captured from my image;
2. Any photographs, video footage, CCTV recordings, or images of me captured in your store(s);

3. Records of when my biometric data was captured, processed, or stored;
4. Details of the facial recognition system(s) used, including the name of the technology provider and the purpose of processing;
5. Details of how long you intend to retain my biometric data;
6. Information about any third parties with whom my biometric data has been shared;
7. Details of the lawful basis and Article 9 condition under which you are processing my special category biometric data;
8. Copies of any Data Protection Impact Assessments (DPIAs) conducted in relation to facial recognition processing;
9. Details of my rights regarding this data, including the right to object, right to erasure, and right to restrict processing.

### **STORE VISIT DETAILS**

I visited the following store(s) where I believe my biometric data was captured:

Visit 1:

Store Name/Location: [STORE\_NAME\_1]

Date of Visit: [VISIT\_DATE\_1]

Time of Visit: [VISIT\_TIME\_1]

Receipt Number: [RECEIPT\_NUMBER\_1]

Till Number: [TILL\_NUMBER\_1]

Visit 2:

Store Name/Location: [STORE\_NAME\_2]

Date of Visit: [VISIT\_DATE\_2]

Time of Visit: [VISIT\_TIME\_2]

Receipt Number: [RECEIPT\_NUMBER\_2]

Till Number: [TILL\_NUMBER\_2]

Visit 3:

Store Name/Location: [STORE\_NAME\_3]

Date of Visit: [VISIT\_DATE\_3]

Time of Visit: [VISIT\_TIME\_3]

Receipt Number: [RECEIPT\_NUMBER\_3]

Till Number: [TILL\_NUMBER\_3]

### **PROOF OF IDENTITY AND ADDRESS**

As required under UK GDPR Article 12, I enclose a Certificate of Identity prepared by [SOLICITOR\_NAME], a qualified solicitor of [SOLICITOR\_FIRM], who has verified my original identity documents in accordance with professional standards. This certification confirms both my identity and current address and is accepted as valid proof for Subject Access Request purposes, as confirmed by the Information Commissioner's Office.

## RESPONSE REQUIREMENTS

Under UK GDPR Article 12(3), you are required to provide the requested information without undue delay and at the latest within one month of receipt of this request.

Please provide the information in a commonly used electronic format (PDF or Word document) sent to my email address provided above. If the information cannot be provided electronically, please contact me to arrange an alternative format.

Please note that under UK GDPR Article 12(5), the information should be provided free of charge.

If you require any clarification regarding this request, please contact me using the details provided above.

I look forward to receiving the requested information within the statutory timeframe.

Yours faithfully,

[YOUR\_NAME]

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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)

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