 **SUBJECT ACCESS REQUEST**

D&B supply commercial data. Therefore any personal data processed by D&B is connected to an organisation. We require the following information in order to ensure we are searching and returning information on the right individual.

Information provided in this form will be used only for the purpose of fulfilling this subject access request.

\* denotes voluntary information. All other information is compulsory and your request will not be considered made until this information has been provided.

|  |  |
| --- | --- |
| Name |  |
| Date of birth |  |
| Have you ever been a customer of D&B? |  |
| Have you ever been an employee of D&B? |  |
| Name of company |  |
| Country in which company is registered |  |
| Registered address of company |  |
| Registered number of Company\* |  |
| VAT number\* |  |
| Email address at that company |  |
| Capacity at that company (shareholder, employee, Director, owner) |  |
| If we are aware of associations you have with other companies do you wish to be provided with this information? (your information may be delayed if you have multiple associations) |  |
| Please state if there is any specific information you wish us to focus on |  |
| Please attach a scan of the photo page of passport or photo driving licence. Your request will not be fulfilled without this |  |

Results (if any) will be returned for the named data subject at the named company, and at any other companies we have identified the data subject as having an association with (unless the data subject has indicated they do not wish to receive associations information).

**Please return this form to the D&B European Union Data Protection Officer at EUDPO@dnb.com**

**Internal Use Only**

Further information required:

DUNS number:

Known Associations:

SAR Type(employee/customer/inventory):

Use Case (marketing/source/recipient/trade/all info):z5t

Identification received: