



SUBJECT ACCESS REQUEST

We will endeavour to respond promptly and in any event within one month of the latest of the following:

- Our receipt of your written request; or
- Our receipt of any further information we may ask you to provide to enable us to comply with your request.

The information you supply in this form will only be used for the purposes of identifying the personal data you are requesting and responding to your request. You are not obliged to complete this form to make a request, but doing so will make it easier for us to process your request quickly.

1. DATA SUBJECT DETAILS:

Title	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other: <input type="checkbox"/>
Surname					
First name(s)					
Current address					
Previous address					
Telephone number:					
Home					
Mobile					
Email address					
Date of birth					
Details of identification provided to confirm name of data subject:	<i>We will need copies of two forms of identification, which can be: Passport, Driving licence, Birth certificate, Utility bill (from last 3 months), Current vehicle registration document, Bank statement (from last 3 months), Rent book (from last 3 months).</i>				
Details of data requested:					
What format would you like your data in?	Email, paper, cd etc				

I would / would not also like details of any data held by Blackburn Rovers Community Trust.

**SUBJECT ACCESS REQUEST
(RECORD)**

Document Control

Reference: GDPR REC 4.2

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SUBJECT ACCESS REQUEST

1.1 DETAILS OF PERSON REQUESTING THE INFORMATION (if not the data subject):

Are you acting on behalf of the data subject with their written or other legal authority?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If 'Yes' please state your relationship with the data subject (e.g. parent, legal guardian or solicitor)		
Please enclose proof that you are legally authorised to obtain this information.		
<i>For example, letter of authority, letters or official forms addressed to you on behalf of the data subject or power of attorney.</i>		
Title	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>
	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>
	Other: <input type="checkbox"/>	
Surname		
First name(s)		
Current address		
Telephone number:		
Home		
Work		
Mobile		
Email address		

2. DECLARATION

I,, the undersigned and the person identified in (1) above, hereby request that The Blackburn Rovers F & A Ltd provide me with the data about me identified above.

Signature:

Date:

If you are acting on behalf of the data subject, please complete the section below:

I,, the undersigned and the person identified in (1.1) above, hereby request that The Blackburn Rovers F & A Ltd provide me with the data about the data subject identified in (1) above.

Signature:

Date:

This form and the supporting documentation should be emailed to: yourdata@rovers.co.uk or returned by post or by hand to: The Data Protection Officer, Ewood Park, Blackburn, BB2 4JF

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