



Application Form for the Data Subject

SOUTH YORKSHIRE FIRE AND RESCUE

**South Yorkshire
FIRE & RESCUE**

Application for Data (Access/Rectification/Erasure/Restriction/Portability/Objection/
Object to Automated Decision*) Request

*Please circle appropriate

Data Subject's Name:

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Address:

Postcode:	

Previous Address if you have moved since your details were given to the Authority:

Postcode:	

Your name if you are not the data subject **:

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Your Address:

Postcode:	

Relationship to data subject:

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** You must provide written evidence that you have the data subject's consent to ask for the information on their behalf, for example a consent form, a letter or evidence of Power of Attorney.

Please explain your reason for contacting us providing details of any contact you have had with South Yorkshire Fire and Rescue in the past including any reference numbers. This will help us to locate your data faster.

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Signature:	
Date:	

Return this form to the Data Protection Officer, South Yorkshire Fire & Rescue, Command Headquarters, 197 Eyre Street, Sheffield S1 3FG.

Guidance for Applicant

To enable your request for access to be processed promptly, please complete the form providing as much information as you can.

You will be asked to provide satisfactory proof of identity e.g. full valid driving licence, a birth certificate, a full valid current passport **and** a gas, electricity, water or telephone bill in your name for the last quarter.

If you are requesting access on behalf of another individual you will be required to provide written authorisation from the data subject. Any data found will be sent to the data subject.

The response will be provided without undue delay and in any event within one month of receipt of the request.