## Personal Data Protection - Requests for personal data



For the purposes of confidentiality and personal data protection, we will need to identify you in order to respond to your request. Please send us a copy of the photo page of your current passport, together with details of the information you are asking for, and the date range

The period for responding to the request begins when we receive the appropriate identification from you. We will reply as quickly as possible, and within one month of receipt of this form (8 days for medical data). We can extend the time to respond by a further month if the request is complex or in case of medical data of 5 years or more . In this case, we will let you know within one month of receiving the request and explain why the extension is necessary. If we choose not to action your request we will explain to you the reasons for our refusal.

If you also want a copy of data held about you by your holiday accommodation provider then you will need to contact them directly.

Brittany Ferries booking reference	
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Name .....

Address which you wish your data to be communicated.....

## Description of your request (including date range): Please fulfil the correct line to detail your request

Access	Individuals have the right to obtain a copy of their personal data as well as other supplementary information	
Rectification	Individuals have the right to have inaccurate personal data rectified	
Erasure	Individuals have the right to have personal data erased- only applies in certain circumstances	
Restrict processing	Individuals have the right to restrict the processing of their personal data in certain circumstances	
Object	Individuals have the right to object to the processing of their personal data if it is for direct marketing purposes	

I have attached a copy of the photo page of my passport (GIF, JPG, PNG, PDF format - maximum 10MB)	Please tick box
I accept that Brittany Ferries use my information to manage my right request	Please tick box
Name, date and signature	

Please return to: Customer Services, Brittany Ferries, Millbay Docks, Plymouth PL1 3EW United Kingdom

If you have any other queries relating to this request then please contact us by email on <u>data.request@brittanyferries.com</u> Brittany Ferries collect your personal data to manage rights request. For more information, check out our privacy policy <u>http://www.brittany-ferries.co.uk/information/security-privacy</u>