

To: Dutch Data Protection Authority (Dutch DPA)
(Autoriteit Persoonsgegevens)
Postbus 93374
2509 AJ Den Haag
The Netherlands

[Date]

Subject: request for [mediation / advice]

Dear employee of the Dutch DPA,

I hereby ask the Dutch DPA for [mediation / advice] for obtaining [access / rectification / destruction] [indicate here which of the 3 applies] of the personal data included about me in [indicate in which system your data have been included if you know this].

On [date] I made the above-mentioned request to [name of organisation]. You will find a copy of my request as an appendix to this letter.

On [date] the above-mentioned organisation responded. I hereby send you a copy of this response. I am not satisfied because my request has been [refused / partly refused] [indicate here which of the 2 applies].

OR

[So far, the above-mentioned organisation has not responded to my request.]

I ask the Dutch DPA for [mediation / advice] because [so far, I have not received a response to my request.] [OR] [I am not satisfied with the response to my request.] [indicate here which of the 2 applies]

Kind regards,

[Name]

[Birthdate]

[Address]

[Postcode and place]

Appendices:

- Copy of request for access, rectification or destruction of personal data
- [Copy of written response(s) to the request]