Request for Disclosure of Personal Information

Attn: Office for Inquiries
Vantec Corporation

Date:

I hereby make a following request for disclosure of personal information held by Vantec Corporation in accordance with the Act on the Protection of Personal Information (hereinafter referred to as 'the Act'). I agree to the notes below and to the payment of fees and charges that may arise in processing this request.

Applicant/Representative (please circle either of 'Applicant' or 'Representative'.)	
Name	
Date of Birth	Year _____ Month _____ Date _____
Postal Address	Postal Code -
Phone Number	<day-time contact> ( ) -

1. Details of request (please check one of the following)

☐	Notice of intended use of personal information (Item 2, Article 24 of the Act)	☐	Disclosure of personal information (Item 1, Article 25 of the Act)

2. Details of the person to whom the personal refers (only fill in this part if the request is made by a representative)

Name	
Date of Birth	Year _____ Month _____ Date _____
Postal Address	Postal Code -
Phone Number	<day-time contact> ( ) -

3. Disclosure of personal information (check or indicate items only if requesting disclosure of personal information)

☐	Name	☐	Address	☐	Date of Birth	☐	Phone Number
	Others: ( )						

<Notes>

1. It normally takes approximately two weeks for the retained personal information to be processed for the disclosure
2. There is personal information that cannot be disclosed due to restrictions imposed by statutory decree. In such case, Vantec's rules and criteria for the reason not to disclose such personal information will be presented to the applicant (or the representative).
3. If the request pertains to the applicant's own information, a proof of identity will be required. In case the request is made by a representative (Item 3, Article 29 of the Act) a proof of the identity of the representative will be required. (In case the representative is a legal representative, documentation proving a legal representative will be required.)
4. In case the request is made by a representative, the notice of intended use and the disclosure of personal information will be given to the person to whom such personal information pertains.
5. Personal information Vantec has gained from this request form will be utilized only for this request. This request form and related-documents submitted will be kept confidential for 5 years after this request has been answered, and will then be disposed.

〔For Vantec Use Only〕

Personal Information Protection Administrator	Planning /Implementation Manager	Liaison Officer	Received Date/ Received By	Verification of Applicant or Representative	Verification of The Person to Whom the Data Pertains
				Verification Documents	Verification Result