



Access Request Form: Request for a copy of Personal Data
Data Protection Act 1988 and Data Protection (Amendment) Act 2003

This form is for the use of KBC Bank Ireland plc & its subsidiaries only
Important: A fee of €6.35 must accompany this Access Request Form (see Note below).

Section A - please complete this section

Full Name.....

Postal address
.....
.....
.....
.....

Telephone/e-mail*
.....(include area code)

* we may need to contact you to discuss your Access Request

Section B - please complete this section

I,[insert name] wish to have access to data that I believe KBC Bank Ireland plc retains on me as outlined below (please include the name of service(s) and any account / reference number relevant to your access request)

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Signed.....Date.....
Signed.....Date.....

Checklist: Have you:	Yes	No
1) completed the Access Request Form in full?	<input type="checkbox"/>	<input type="checkbox"/>
2) included a cheque or postal order made payable to KBC Bank Ireland plc in the amount of €6.35?	<input type="checkbox"/>	<input type="checkbox"/>
3) signed and dated the Access Request Form? <i>Please note that if the account is a joint account, both parties must sign this Access Request form.</i>	<input type="checkbox"/>	<input type="checkbox"/>

If you have ticked **No** to any question above we regret we cannot process your request.
Please return this form to: **The Customer Services Department, KBC Bank Ireland plc, Sandwith Street, Dublin 2.**

Office Use only:

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