

REQUEST FOR ACCESS TO OWN PERSONAL DATA

I want to review what data about me has been saved in the registers of Caruna companies (Caruna Oy, Caruna Espoo Oy or Caruna Networks Oy).

Making the request more specific speeds up processing the request.

I request access to my personal data (*select appropriate*):

- As a customer

Data on customer relationship

- As a representative of a corporate customer

Data on the representative of a corporate customer

Name of the corporation: _____

Business ID (Y-tunnus): _____

- As an employee

Employee data

- As an applicant

Applicant data

- As a representative of Caruna's partner

Data related to a representative of Caruna's partner (e.g. a contractor)

Name of partner: _____

Business ID (Y-tunnus): _____

- As an owner or holder of real estate related to Caruna's land use authorizations

Data on land use

- As a representative of another stakeholder

Data on the representative of a stakeholder

Name of the stakeholder _____

(Continues on next page)

If desired, you may specify your request as follows:

- I want to have access only to the following data: _____
- I want to have access to the data from a time period
 Start date _____ End date _____

CONTACT INFORMATION OF REQUESTER

Name (all first names)	Last name
Personal ID code:	Street:
Postcode and town:	Daytime phone number: (For possible clarifications related to the request)

If a request for access to own data is made in person, we will as a rule deliver the data in electronic form. Upon request, we may also send the data by mail.

My e-mail address is: _____
 We will send our reply as an encrypted e-mail using a secure e-mail service. You will be sent a link you can use to see the reply.

You can send your request for access to tietosuoja@caruna.fi or by mail to the following address:

Caruna Oy
 Tietojen tarkastuspyyntö
 PL 1
 FI-00068 CARUNA

Requests for verification that are sent by e-mail or mail must include a copy of a valid passport or ID card with photo. We will send you a reply to the contact address in our register/in the Population Register System.

DATE AND SIGNATURE

Place and time	Signature
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We will update our register with the data you have provided in connection to the access process.

INFORMATION REGARDING RECEPTION OF REQUEST *(filled in by Caruna)*

Identity confirmed <input type="checkbox"/> passport no. _____	<input type="checkbox"/> other official identification document no. _____
Request received (date):	Received by: