

REQUEST FOR ACCESS TO PERSONAL DATA

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

Specification of the request speeds up the verification process.

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

- As a customer
 - Data on customer relationship
- As an employee/applicant
 - Employee data
 - Applicant data
- Related to partnership with Caruna
 - Data related to Caruna's partners (as e.g. representative of contractor)
 - (Specify service provider) _____
- As owner or holder of real estate related to Caruna's land use authorizations
 - Data on land use
- As representative of other stakeholder
 - Data on other stakeholder
 - (Specify stakeholder) _____.

If desired, you may specify your request as follows:

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

(Continues on next page)

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 for verification)

If a request for verification is made in person, we will as a rule send 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 the Securedmail service. You will be sent a link you can use to see the reply.

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

Caruna Oy
Request for verification of personal data
PL 1
FI-00068 CARUNA

Requests for verification that are sent by e-mail or mail must include a copy of a currently in force 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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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:

We will update our register with the data you have provided in connection to the verification process.