

EXERCISE OF THE RIGHT TO ACCESS

DATA OF THE CONTROLLER.

Name/Registered company name.....
Address of the Branch/Service where the right to data portability is requested.....
..... No.
Postal Code
Town/City, Country

DETAILS OF THE DATA SUBJECT OR LEGAL REPRESENTATIVE.

Mr/Ms....., of legal age,
with address at
..... No.
Postal Code
Town/City, Country.....
with ID number....., and email address.....
by means of this letter, exercises the right of access, in accordance with the provisions of Article
15 of EU Regulation 2016/679, General Data Protection (GDPR).

REQUESTS

That the right of access be granted free of charge by the data controller within one month from the receipt of this request, and that the following information be sent to the address indicated above:

- A copy of my personal data that is being processed by the data controller.
- The purposes of the processing and the categories of personal data processed.
- The recipients or categories of recipients to whom my personal data has been disclosed or will be disclosed, including, where applicable, recipients in third countries or international organisations.
- Information on the appropriate safeguards concerning the transfer of my data to a third country or an international organisation, where applicable.
- The intended retention period or, if this is not possible, the criteria used to determine this period.
- Whether automated decisions, including profiling, exist, information about the logic involved, as well as the significance and intended consequences of such processing.
- If my personal data was not obtained directly from me, the available information regarding its source.
- The existence of the right to request the rectification, erasure, or restriction of the processing of my personal data, or to object to such processing.
- The right to file a claim with a supervisory authority.

..... 20.....
(Place and date)

Signature:

INSTRUCTIONS

- 1.** The right of access cannot be exercised at intervals of less than 12 months, unless a legitimate interest is duly justified.
- 2.** In some cases, it might be necessary to provide a copy of a valid ID. If acting through a legal representative, a copy of the representative's ID and a document accrediting their representation must also be provided.
- 3.** The data subject must contact directly the public or private body, company, or professional presumed or confirmed to hold their data.
- 4.** Once this form is filled out, please send it to Cecabank's Data Protection Officer (DPO) at arco@cecabank.es.
- 5.** If you are not satisfied with the way in which your request is handled, you may file a complaint with Luxembourg's National Commission for Data Protection (CNPD) according to the procedures disclosed in their website www.cnpd.public.lu.