

## Form of Exercising Rights of the Subject

The Regulation (EU) 2016/679 provides to the data's Subject, a series of rights. This form aims to facilitate the subject's access concerning his data for the exercising of his rights. In each case of request there is a reservation of the Regulation's follow-ups.

### Please, clarify which of your rights you wish to exercise

- Right of access
  
- Right of correction
  
- Right of deletion ( right to br forgotten)
  
- Right of limitation of the processing
  
- Right of portability of the data
  
- Right of opposition

Your request for exercising each of the above Rights you choose, the Doctor is going to process it within 30 days, by the time he receives the completed request and the identification of the applicant.

### Details of the applicant:

Please, complete your personal information:

Full name:                      Date of Birth:

VAT number:                      Postal Code:

Address:                              Telephone:

E-mail:

**The following documents are attached for the confirmation of my identity:**

- ID card
- Birth Certificate
- Driving License
- Passport
- other official documents where my personal information and address are demonstrated.

**Are you the Subject of the Data?**

- I am the Subject of the Data and I attach the requested evidence of my identity, e.g photocopy of my Driving License, Birth Certificate, Passport, Marriage Certificate.
- I am not the Subject of the Data, but I perform on behalf of him as a legal representative. The written authorisation, along with the evidence of identity are attached.

**Details of the Subject of the Data:**

If you are not the Subject of the Data, and you submit the request for someone else, please, complete the personal information of the Subject, not yours.

Full name:

Date of Birth:

VAT number:

Postal Code:

Address:

Telephone:

E-mail:

**The following copies are attached, for the confirmation of my identity:**

- ID card
- Birth Certificate
- Driving License
- Passport
- other official documents where my personal information and address are demonstrated.

### **Identity Evidence**

In order to proceed with the fulfillment of any request, we need the evidence of your identity. The demonstration of your identity must include copies of two documents, like ID card, Birth Certificate, Passport, Driving license, or other official documents where your data or your address are mentioned, e.g the latest DEKO (services of general interest) bills. The documents must include your name, your VAT Number, your birth date and your current address.

### **Describe your request in detail**

(Please, mention as many as possible details, like dates, references etc.)

**I wish my request to be replied:**

- electronic, through e-mail
- in paper form, and receive it through post
- in paper form, and receive it personally

**Formal Declaration**

I, responsibly, declare that the information which I provide is correct and that I have the right to ask and access the mentioned information, according to the terms of the General Regulation of Data Protection.

Signature

Date of submission

/ /

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Where should the Subject's request be delivered:

PROCESSING CONTROLLER: Stamatia Chatzistergiou

Address: Komninon 23, P.C 54624 Thessaloniki

E-mail: [info@stamatiakalia.com](mailto:info@stamatiakalia.com)

Tel: +306955485578

The personal data processor completes the Subjects' request within 30 days by the time he receives the written request. In special cases, where this deadline is not achievable, you will be informed about the delay and you will get a schedule of the possible date of the reply.