Data Protection - Subject Access Request Form

By completing this form, you are making a request under the General Data Protection Regulation (GDPR) for information held about you by the organisation that you are eligible to receive.

Please complete the information below and return the form by post or email Cambridge Enterprise's Deputy Director (contact details are provided below).

Title	
Surname	
Forename(s)	
Address	
Telephone number	
Email address	
Other name(s) by which you have been known (if applicable)	
Relationship to Cambridge Enterprise	

Please provide a description of your request, and any further information which will enable us to locate your personal data, including any relevant dates (continue overleaf if necessary):

[Example: Emails between "A" and "B" from 1 May 2017 to 6 September 2017.]

By signing below, you indicate that you are the individual named above. Cambridge Enterprise cannot accept requests regarding your personal data from anyone else, including family members. We may need to contact you for further identifying information before responding to your request. You warrant that you are the individual named and will fully indemnify us for all losses, cost and expenses if you are not.

Please return this form to:

enquiries@enterprise.cam.ac.uk, with the subject header 'Data Protection Access Request'

Or, alternatively write to:

Cambridge Enterprise Limited
Deputy Director

Data Subject Request
University of Cambridge
The Hauser Forum
3 Charles Babbage Road
Cambridge CB3 0GT

Please allow a maximum of one month for a reply.

Signature of data subject	
Date	

Returning this form

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