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# Subject Access Request Form (for an individual seeking access to data held by Age UK North Craven about themselves)

*\*Please note that all fields are mandatory*

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| **Name:**  Click here to enter text. | **Contact address:**  Click here to enter text. |
| **Contact email:**  Click here to enter text. | **Contact number:**  Click here to enter text. |
| \*Age UK North Craven shall respond to all data requests within 30 working days. Should you require a more urgent response, please state the reasons and timescale below: | |

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| **Details of your requirement:**  Click here to enter text. | | |
| **Date Ranges:** | **From:**  Click here to enter text. | **To:**  Click here to enter text. |
| **Other information:**  Click here to enter text. | | |

*Age UK North Craven takes its responsibilities seriously, to ensure that commercially sensitive data remains secure. We will monitor and decline requests for data if we believe it to be commercially sensitive.*

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| **Please email completed form to:** | **Email:**  info@ageuknorthcraven.org | **Telephone:**  01729 823066 |