

EXERCISE OF THE RIGHT OF RECTIFICATION

DATA OF THE RESPONSIBLE FOR THE TREATMENT

Name / company name: Address
of the Office / Service before which the right of rectification is
exercised: C/Square
Number Post Code City
Province Autonomous community
.....

DATA OF THE AFFECTED PARTY OR LEGAL REPRESENTATIVE

Mr./ Ms.
....., of legal age, domiciled at
C/Square
Number....., City Province
..... Post Code Autonomous Community
..... with Driver's Licence, with
e-mail through this document exercises your right of
rectification, in accordance with the provisions of article 16 of EU
Regulation 2016/679, General Data Protection (GDPR).



REQUEST

That the rectification of the personal data be agreed upon, that it be carried out within a period of one month from the receipt of this request, and that I be notified in writing of the result of the rectification carried out.

Data on which I request the right of rectification:

If it is agreed that it is not appropriate to carry out the requested rectification, it is communicated to me with reasons in order to, where appropriate, claim before the corresponding Control Authority.

Likewise, if my personal data has been communicated by that person in charge to other data controllers, this rectification is communicated to them.

It is recommended that you accompany this form with a document detailing all the information that allows you to identify the object of your claim.

In at from of 20.....

Signed



INSTRUCTIONS

- 1.** This model will be used if inaccurate or incomplete data must be rectified by the data controller.
- 2.** To prove the inaccurate or incomplete nature of the data being processed, it is necessary to provide the documentation that proves it to the data controller.
- 3.** The applicant must be sufficiently identified in the application, which must be signed. If the request is made by a third party, the representation granted for it must be duly accredited. You should know that, when the data controller has reasonable doubts regarding the identity of the natural person making the request, he may request that the additional information necessary to confirm his identity be provided.
- 4.** The Spanish Agency for Data Protection does not have your personal data and can only provide the contact details of the Data Protection Delegates of the entities obliged to designate one that has communicated their appointment to the Agency. You can also provide these contact details regarding those entities that have designated a Delegate voluntarily and have communicated it.
- 5.** The owner of the personal data subject to processing must go directly to the public or private body, company or professional that he presumes or is certain to possess his data.
- 6.** In order for the Spanish Data Protection Agency to process your claim in the event that your request to exercise the right of rectification has not been met, it is necessary that a month has elapsed



without the person in charge responding to your request, and provide any of the following documents:

- The refusal of the data controller to rectify the data requested.
- Copy stamped by the data controller of the rectification request form.
- A copy of the rectification request form stamped by the post office or a copy of the receipt for the shipment by certified mail.
- Any other means of proof provided by the data controller and from which receipt of the request can be deduced.