

**Data Subject Access Request Form**

This request is for 'personal data' held by the Financial Intelligence Unit. It is recommended that you use this form when making your request as it is designed to capture all the information required. Please read all the Subject Access Request Guidance Notes at the back of this form.

**Part 1 – About the person requesting information**

Title	
Surname	
First Name(s)	
Gender	
Current Address	
Phone number	
Email Address	
Date of Birth	
Your involvement with the FIU	

**Are you the data subject?**

- Yes** – I am the data subject. I enclose my proof of identity (Skip Part 2)
- No** – I am acting on behalf of the data subject. I have enclosed the data subject's written authority and proof of the data subject's identity, as well as my own identity.

## Part 2 – About the data subject

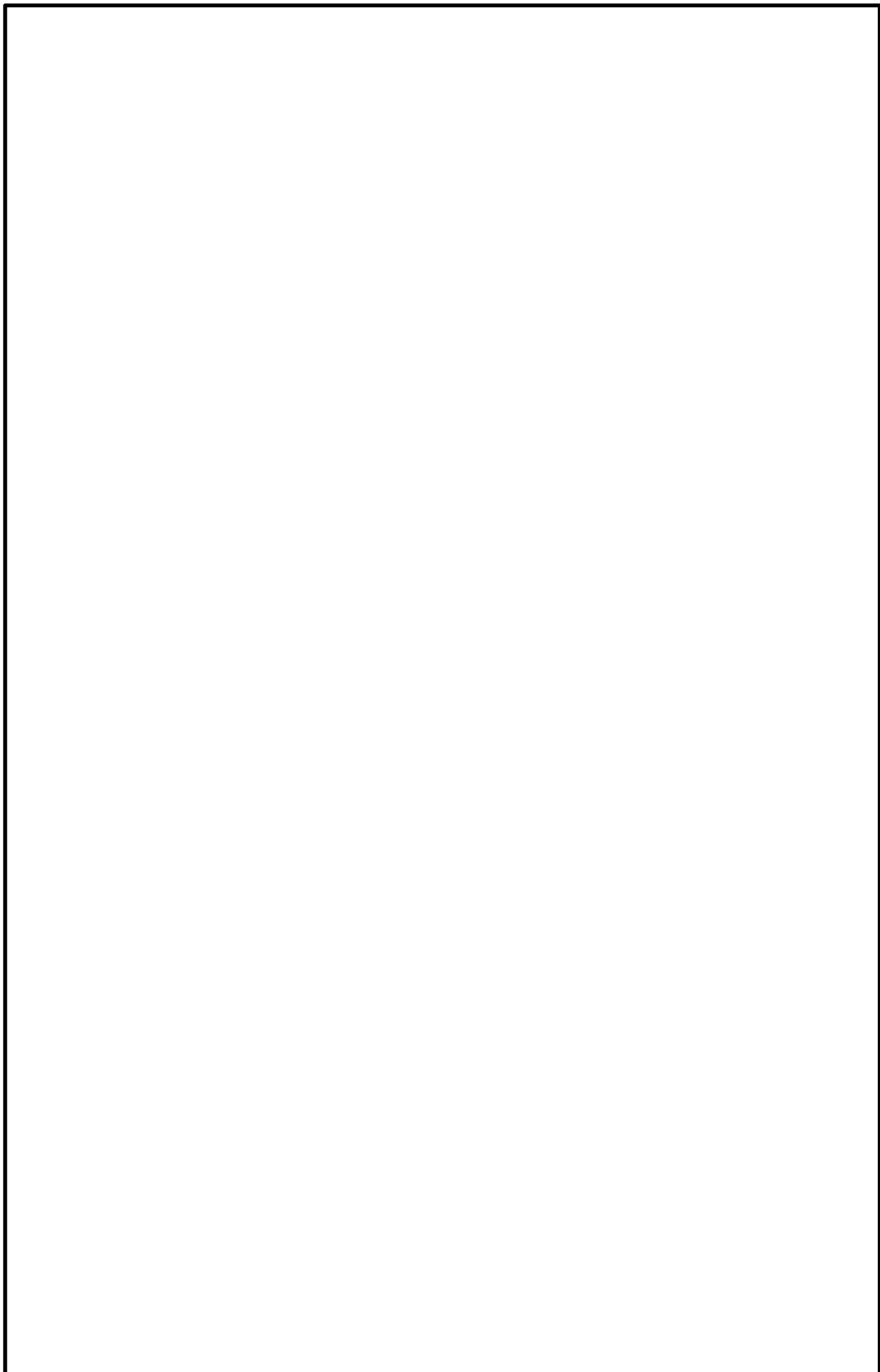
Title	
Surname	
First Name(s)	
Gender	
Current Address	
Phone number	
Email Address	
Date of Birth	
Their involvement with the FIU	

## Part 3 – About the information you have requested

Please provide details of the records you are requesting. We will only send you the data that you have requested that we hold on our records. Please give as much information as you can to help us identify the records you are particularly interested in, including details of the specific information you would like to know. **Please note:** we will not release information that is in relation to those of our functions that are covered by the 'Law Enforcement Directive' or information provided to us by third parties without their permission.

*Continue overleaf...*

*Part 3 Continued...*



#### Part 4 – Confirming your identity

To ensure we are releasing data to the right person, we require you to provide us with proof of your identity and proof of your address. Please supply us with a copy (not the original) of one of both of the following:

1. Proof of identity – passport, photographic driving licence, national identity card
2. Proof of address – utility bill, bank statement, credit card statement (no more than three months old); current TV licence, tax document (no more than one year old).

I certify that the information provided in this form is, to the best of my knowledge and belief, correct about the person to whom it relates.

I understand that, as part of this process, the FIU will process the personal information that I have provided.

Your Signature	
Date	
Print Name	

#### OR if you are signing this form on behalf of someone else, state who you are signing for:

I am signing on behalf of: \_\_\_\_\_ (print name) and I attach a letter of consent written by the data subject

Your Signature	
Date	
Print Name	

- I have completed all sections of the form and have described the information I require.
- I have provided correct contact details and proof of identity
- I have signed the declaration above

#### Please address your completed application including any associated documentation via email to [DPO-FIU@gov.im](mailto:DPO-FIU@gov.im) or via Post:

The Data Protection Officer  
Financial Intelligence Unit  
PO Box 51  
Douglas  
Isle of Man  
IM99 2TD