



## Sample Personal Information Complaint / Request form

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*The purpose of this form is to facilitate the exercise of rights relating to personal data processed by Asmodee Group in its capacity as data controller. Please send this form, duly completed as far as possible, to the following postal address:*

*18 rue Jacqueline Auriol – 78280 Guyancourt (France) or to the following e-mail address:  
donneespersonnelles-group[at]asmodee.com.*

### Identification

Your Name: \_\_\_\_\_

Address (physical & email): \_\_\_\_\_

\_\_\_\_\_

Please check  Home Address or  Business Address where the response will have to be sent

If Business Address, please provide company name: \_\_\_\_\_

In order to help us identify systems that may contain information about you, please check the boxes below that describe your relationship with Asmodee:

- Individual – Consumer or Customer
- Former employee or contractor
- Employee family member, dependent, beneficiary or emergency contact
- Employee of Asmodee commercial customer or business partner
- Employee of an Asmodee supplier or vendor
- Job applicant
- Other – please describe

\_\_\_\_\_  
\_\_\_\_\_

If your information may be under another name, please provide that name and reason for the change:

\_\_\_\_\_  
\_\_\_\_\_

Please present or include a **valid identification** documentation to allow us to verify your name, address and possibly your status as a Representative or a Trusted Third Party.



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### Details of your Request

If you Request to **access** your Personal Data, please specify the Personal Data which is subject to the Request and confirm that they may be sent by email to the address above:

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If you Request for the **data portability**, please specify the Personal Data which is subject to the Request and confirm that they may be sent by email, if technically feasible, to the address of a new data controller as set out below:

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If you Request for the **rectification** of your Personal Data, please specify below the Personal Data to be rectified, and provide the justification for such Request:

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If you Request for the **restriction of the processing** of your Personal Data, please specify the processing at stake, and provide the justification for such Request:

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If you Request for the **erasure** of your Personal Data, please specify below the Personal Data to be deleted and provide the justification for such Request:

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If you **object** to the processing of your Personal Data please specify below the processing at stake and provide the justification for such objection:

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### Details of your Complaint

In the event of a Complaint, please detail it below:

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*The information collected in this form is intended to Asmodee Group's Personal Data Division of to respond to your Complaint or Data Subject Rights*