



**Subject Access Request
Data Protection Act 1998**

Thank you for your recent enquiry. To enable us to supply you with your personal data, could you please complete this form and return it to the address below. We will send you the information within forty days of receiving a correctly completed form.

(Please complete in block capitals)

Surname.....

.(Mr/Mrs/Miss)

First

Name(s).....

Address.....

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Postcode.....

Please provide us with a copy of a utility bill or driving licence as proof of identity.

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To enable us to satisfy your request, please provide details of the type of information you are seeking.

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Signature.....

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Date.....

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Please return this form to: Data Protection Officer, Unity Trust Bank, Nine Brindleyplace, Birmingham, B1 2HB

Notes:

1) Under the Act we are entitled to charge £10 for each access request. Please send the completed form with payment of a £10 fee and sufficient information to enable us to identify you and provide you with the information being requested.

2) Depending upon the nature of your request it may be necessary to ask you for further details to enable us to provide you with the information.