

**GENERAL DATA PROTECTION REGULATION
(GDPR) (2016/679)**
SUBJECT ACCESS REQUEST – APPLICATION FORM



PLEASE USE BLOCK CAPITALS

1. Details of Data Subject

Name	
Address Line 1	
Address Line 2	
Town/City	
Postcode	
Country	
Telephone	

I am a customer of Hafren Dyfrdwy and my customer account number is:

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2. Details of Representative

Please complete this section if you are NOT the data subject detailed in section 1, but are authorised to act on their behalf.

Please attach evidence of your authority to act on behalf of the data subject and evidence of their consent to your receipt of their personal data (e.g. letter of consent signed by the data subject, power of attorney or evidence of parental responsibility).

Name	
Address Line 1	
Address Line 2	
Town/City	
Postcode	
Country	
Telephone	

3. The information I seek is as follows:

X	<p>My basic information: Personal information held by Hafren Dyfrdwy (for example name, address, date of birth, contact details, payment method, responsibility dates)</p>
	<p>Payment history: Details of payments made to or from your Hafren Dyfrdwy account</p>
	<p>Contact history: Notes relating to interactions with Hafren Dyfrdwy including invoices, written correspondence</p>
	<p>Meter readings: Details of readings taken from your meter(s) including dates</p>

	<p>Other (please specify below)</p>

<p>How long would you like to go back? Information required going back from date of submission for:</p>									
One month		3 months		6 months		12 months		ALL	
<p>OR a date range:</p>									
<p>Date from:</p>					<p>Date to:</p>				

4. I understand that it may be necessary for Hafren Dyfrdwy to obtain more detailed information in order to verify my identity.
Please note, Hafren Dyfrdwy works with Severn Trent to comply with obligations for General Data Protection Regulation (GDPR) (2016/679)
5. I declare that the information given is correct and that I am entitled to apply for access to the personal data detailed in this form under the General Data Protection Regulation (2016/679).

Signed

Date

Please return this form to:
CustomerSAR@severntrent.co.uk

Or by post:
SAR Officer
Customer Delivery, Floor 3S
Severn Trent Centre
2 St John's Street
Coventry
CV1 2LZ