

<b>Personal Data Request Form</b>	
<b>A. Details of requestor</b>	
Full Name as in NRIC/FIN/Passport	
Document Number (e.g. NRIC/FIN/Passport)	
Contact Number	
<b>B. Details of Request</b>	
<p><b>Personal Data Request</b> Describe the personal data being requested and information that may assist in the search (e.g. date range, location)</p> <p><i>Note:</i></p> <ul style="list-style-type: none"> <li>Information on how personal data is collected, used and/or disclosed can be found in <a href="http://www.starhub.com/pdpp/">www.starhub.com/pdpp/</a></li> <li>Send this completed form to <a href="mailto:dpo@starhub.com">dpo@starhub.com</a> for further processing</li> </ul>	
<p><b>We will respond to your request within 30 days. If there are any charges associated with your request, we will notify you in advance.</b></p>	
<b>C. Declaration of Requestor</b>	
<ul style="list-style-type: none"> <li>I confirm that the information given in this form is correct and complete.</li> <li>I am also aware that fees may be charged for the request after evaluation by StarHub.</li> <li>I allow StarHub to contact me with regards to this data request.</li> </ul>	
<b>Signature / Date</b>	
<b>D. To be completed by Data Protection Office</b>	
<b>For Approval</b> (Refer to "Personal Data Request Form Checklist")	
<b>Our Reference Number</b>	
<p>Request outcome</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Rejected Reason:</p>	

What is the fee to be charged?	
Name / Designation	
<b><u>Signature / Date</u></b>	
<b>E. To be completed by Person preparing the information</b>	
Name of Person preparing the information	
Department	
Date of completion for Preparation	
<b><u>Signature / Date</u></b>	