

### application to correct personal data

Under the Personal Data Protection Act 2012 (“PDPA”), you are entitled to correct an error or omission in your personal data. Please complete page 1 of this form and email it to: dpo@bossini.com.sg and provide proof of your identity (e.g. NRIC/FIN) together with the submission of this form.

### particulars of requestor

VIP No. (If applicable) :

Name of requestor :

Contact number :

Email address :

Please check the applicable box(es):

- I am making an access request for my own personal data
- I am making an access request on behalf of other individual(s)

Please complete this section if you are making an access request on behalf of other individual(s). Please provide written authorisation and proof of identity of such person in addition to evidence of your identity.

Name of other individual(s) whom you are making an access request on behalf of :

Contact number :

Email address :

### Details of personal data to be corrected

Please provide us with as much information as possible about the personal data for which consent is to be withdrawn (e.g. current personal data and proposed correction).

### declaration of requestor

- By submitting this form, I confirm that the information stated above is true, complete and accurate to the best of my knowledge and belief.
- To process this request, the information in this form may need to be given to bossini’s third party service providers.

\_\_\_\_\_  
Name & Signature

\_\_\_\_\_  
Date (DD/MM/YYYY)

**Note:**

- We will respond to your request within thirty (30) working days. If there are any charges associated, we will notify you in advance.
- For more details, please refer to our access policy found on our website at: <https://www.bossini.com.sg/privacy-policy/>

