

## Request for Disclosure of Personal Data

To: Personal Data Inquiry Desk

Business Supervision Division, SECOM CO., LTD.

5-1, Jingumae 1-chome, Shibuya-ku

150-0001

Tel: 03-5775-8301

Request Date                    /                    /

Address

(Furigana)

Name

(Seal)

I am requesting the disclosure of my Personal Data retained by SECOM CO., LTD. (Please fill out the form below.)

Details of Request	<p>1. Provide the following information about the subject Personal Data.</p> <p>(1) Categories of Personal Data (e.g., name, street address, workplace, family structure)</p> <p>(2) The name of the Personal Data file in which the above is registered / stored, the name of the related SECOM service or product, and the identification number of the contract or other related documents. (e.g., Contact List File, Secom Home Security, Contract Code T XXXXXX)</p> <p>2. If you are unsure of the file name of the Personal Data, please answer the following questions.</p> <p>(1) Provide the name of the relevant SECOM service or product.</p> <p>(2) Describe when, where and how you provided your Personal Data. (e.g., "Around yyyy/mm", "by filling out a contract" or "by entering it on SECOM's website" etc.)</p> <p>(3) Provide any additional information that may be helpful.</p>
Notes	<p>- Requests should be sent by <b>acceptance-recorded mail</b> or <b>simple registered mail</b> with this request form and a set of attached documents.</p> <p>- Please be sure to enclose <b>an original certificate of residence and one of the following documents or certificates</b> to confirm your identity.</p> <p style="padding-left: 20px;">(Tick the box.) <input type="checkbox"/> Original certificate of residence and;</p> <div style="display: flex; justify-content: space-between; padding-left: 20px;"> <div style="border-left: 1px solid black; border-right: 1px solid black; padding: 0 10px;"> <input type="checkbox"/> Copy of driver's license      <input type="checkbox"/> Copy of passport      <input type="checkbox"/> Copy of health insurance card  <input type="checkbox"/> Original certificate of seal registration      <input type="checkbox"/> Copy of alien registration certificate  <input type="checkbox"/> Copy of pension handbook         </div> </div> <p>- If the request is made by a representative, the above documents or certificates for both the person and the representative and a letter of proxy from the person are required. (The letter of proxy must have the person's own personal seal and original certificate of seal registration.)</p> <p>- Responses will be sent by <b>simple registered mail</b> to the address provided in the above certificate. The submitted certificate will also be returned to you at that time.</p> <p>- A handling fee of 880 yen (including tax) will be charged for the request in addition to the cost of postage. Please enclose postage stamps equivalent to the handling fee.</p>