FORM FOR THE EXERCISE OF

DATA SUBJECT'S RIGHTS

(under article 15 and the following of the GDPR)

Under the General Data Protection Regulation (GDPR), the data subject can exercise their rights described in our privacy policy.

To that end, they should complete this form with the following information (\*mandatory):

1. Identification details \*

Full name:

Taxpayer identification number: E-mail:

Date of birth (only for non-nationals):

2. Request description (please mark with an x) \* Right of access

Right to rectification (please describe rectification terms):

Right to erasure (“right to be forgotten”) – (please explain):

Right to limitation of processing – please explain:

Right to portability – please describe the form and recipient of the transfer:

Right to object – please describe the processing(s) to which you object:

3. Procedure.

a. In-person:

To exercise your right(s), you should print this form and deliver the form in person, duly completed and signed, and show your identification document (citizen card for nationals and passport for non-nationals) for purposes of identity verification.

b. Via e-mail:

To exercise your right(s), you should print, complete and digitalise this form, sign it using your  [digital signature](https://www.autenticacao.gov.pt/cc-assinatura)(<https://www.autenticacao.gov.pt/cc-assinatura>), and send it via e-mail to dpo@aveleda.pt.

4. Information

AVELEDA is the data controller responsible for the data in this form.

Purposes and grounds for processing and data retention periods:

AVELEDA processes your personal data in this form exclusively for the exercise of your rights, per request described in 2. above. Your personal data in this form are kept and retained by AVELEDA for this purpose for ten years from the moment your request is met.

5. Signature\* Signature: Location:

Date:

*(to be used exclusively by AVELEDA)*

*Request no.: GDPR / 20*

*Signature checked by on / /\_*

*(dd/mm/yyyy)*

*Identification document no. valid until /\_ /*

*(dd/mm/yyyy)*

*Passport no. valid until /\_ /*

*(dd/mm/yyyy)*