



Reference No. .... / .....

To **Agency for Control of Outstanding Debts JSC**, with UIC 207172780, having its seat and registered office at 29 Panayot Volov Street, Floor 3, City of Sofia, telephone .: +359 2 444 10 10; 0700 20 027, e-mail: [info@debtagency.bg](mailto:info@debtagency.bg), website [www.debtagency.bg](http://www.debtagency.bg).

## Request for the Exercise of Personal Data Protection Rights

*Information about the data subject*

Full name\*1 \_\_\_\_\_

PIN/FPN/date of birth\*\* \_\_\_\_\_ personal ID card \_\_\_\_\_

issued on \_\_\_\_\_ by \_\_\_\_\_ postal address: \_\_\_\_\_  
contact telephone: \_\_\_\_\_

*(if no postal address is provided, permanent address should be indicated)*

\_\_\_\_\_.

represented  personally or through:  a legal representative with a notarized power of attorney No. .... / .....

Full name\*1 \_\_\_\_\_

PIN/FPN/date of birth\*\* \_\_\_\_\_ personal ID card \_\_\_\_\_

issued on \_\_\_\_\_ by \_\_\_\_\_ postal address: \_\_\_\_\_  
contact telephone: \_\_\_\_\_

*(if no postal address is provided, permanent address should be indicated)*

in my capacity as:  existing/former customer  existing/former employee  other: (please specify)

**I would like to exercise my right to:** *(Please indicate the right you wish to exercise and the information / processing activities to which the request relates in order to be able to respond to your request)*

<sup>1</sup> \* Information will be used in order to duly identify you and to contact you. Agency for Control of Outstanding Debts JSC may require the provision of additional information needed to verify your identity.

\*\* If the requester has no PIN/FPN, date of birth should be filled in..





**I would like to receive a response to my request at:**

Postal Address:

Email:

**You can send your request by e-mail to: [info@debtagency.bg](mailto:info@debtagency.bg) or [dpo@debtagency.bg](mailto:dpo@debtagency.bg) - signed and scanned or signed with electronic signature, or by post or by courier at your expense, as well as submit it to the office of ACOD's at the above address.**

**Date:** \_\_\_\_\_ **Signature of the requester:** \_\_\_\_\_  
(to be filled in by an Administrator)

**Accepted by:** \_\_\_\_\_ **Signature of the employee:** \_\_\_\_\_  
(to be filled in by an Administrator)

*Within a period of one month of receiving the request, Agency for Control of Outstanding Debts JSC. will notify you at your preferred address of the actions taken in connection with the request. In case you wish to exercise more than one of your rights, please indicate the order in which you wish to consider and satisfy your requests. In case that the number and complexity of your requests require more detailed research, the time period may be extended by another two months, and you will be notified thereof in due time.*

*We process the personal data provided in connection with the processing of this request in connection with our legal obligation to identify you. Processing is performed as follows:*

- *Purposes of processing – considering and responding to your request and identifying you as well;*
- *The relevant categories of personal data - your full name, PIN, permanent address, postal address, ID card number, date of issue, place of issue, mobile phone, email;*
- *Recipients of your data - the persons who enter, process and/or respond to your request, and those who maintain the information systems of the Company;*
- *The data provided by you will not be disclosed to third parties and will not be transferred outside the EU;*
- *Grounds for processing your data - legitimate interest in protecting the interests of the Company;*
- *Period of storage of your data - not less than two years, and after the expiration of that period, they will be destroyed if there is no other grounds to continue to store your data;*
- *Your rights - the right to access, rectify or erase your personal data or limit the processing of the latter, as well as the right to object to the processing, the right to lodge a complaint with the CPDP, and the right to data portability.*

*More detailed information about your rights and how you could exercise them can be found in the Privacy Policy of the Company available at <https://www.debtagency.bg/privacy-anti-money-laundering>*