Purpose Notification and Disclosure Request Form

Date:
To: [Company Name]
[Company Address]
[Company Contact Information]
Subject: Request for Purpose Notification and Disclosure of Personal Information
I, [Your Name], hereby request the notification of the purpose of use and disclosure of my
personal information held by [Company Name].
1. Personal Information Details:
- Name:
- Address:
- Phone Number:
- Email:
- Date of Birth:
2. Please provide the following:
- Purpose of use of my personal information
- Disclosure of the personal information held
I understand that any personal information provided will be handled according to your privacy
policy.
Signature: