

Avnet Data Protection EU/EEA

Data Subject Request Form

The EU General Data Protection Regulation (GDPR) provides you, the data subject, with a right to obtain from Avnet information on the personal data Avnet holds and/or processes about you. Please complete this form if you wish to exercise your right of accessing your personal data. . After we have received a sufficiently clear request and have verified your identity, your request will be processed within one month.

Proof of identity:

Please be aware that we will need to verify your identity before providing any personal data to you. We do this to protect your personal data, and to ensure that we do not provide personal data to someone who is not entitled to it.

If necessary to verify your identity we may require additional information and documents to establish your identity such as e.g. passport, ID-card, driving licence. When processing your request we may also ask you to provide us some additional voluntary information to help us process your request more efficiently.

Please fill in your details (the data subject). If you are not the data subject and you are applying on behalf of someone else, please fill in the details of the data subject below and not your own and provide proof that you have been authorized by the data subject to act on its behalf, e.g. by providing a power of attorney or letter of authority.

Title: Mr Mrs Ms Miss Other

Surname/ Family Name:

First Name(s)/Forenames:

Date of Birth (employees or former employees only):

Address:

Post Code:

Nature of your relationship with Avnet

- Employee –Avnet entity that employs or employed you:
- Customer –Avnet customer that employs or employed you:
- Supplier – Avnet supplier that employs or employed you:
- Other – Describe the nature of your relationship with Avnet:

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What personal data do you want to access?

Please let us know if you are seeking particular information, so that we may respond to your request more quickly. You may indicate in the box below if you only want to know what information is held in specific records (e.g., sales order history, employment record, emails between you and another party, etc.). If requesting employment records, please note below if you are a current employee or a former employee, together with dates of employment and employee ID if known.

Specific Details:

If you wish to receive a copy of your personal data that is processed, please indicate in the Specific Details above. For any further copies you request, Avnet may charge a reasonable fee based on administrative costs. This right cannot adversely affect the rights and freedoms of others.

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Data Subject Declaration: I certify that the information provided on this form is correct to the best of my knowledge and that I am the person to whom it relates. I understand that Avnet is obliged to confirm proof of identity/authority and it may be necessary to obtain further information in order to comply with this subject access request. I understand that any false statements in this declaration may lead to administrative fines or criminal persecution.	
Name:	
Signature:	Date:

Warning: a person who unlawfully obtains or attempts to obtain personal data breaches data protection laws and may be subject to prosecution.

Receipt of Information

I wish to:	
Receive the information in electronic format (some files may be too large to transmit electronically and we may have to supply in CD format)	<input type="checkbox"/>
Receive the information by post*	<input type="checkbox"/>
Collect the information in person	<input type="checkbox"/>
*Please be aware that if you wish us to post the information to you, we will send the information to the address that you provided on this form. However, we cannot be held liable if the information is lost in the post or incorrectly delivered or opened by someone else in your household. Loss or incorrect delivery may cause you embarrassment or harm if the information is 'sensitive'.	

Please send your completed form and proof of identity to :

Avnet EMEA Data Protection Team
De Kleetlaan 3
1831 Diegem
BELGIUM
DataProtection@avnet.eu

Avnet will disclose the information provided on this form only as necessary to respond to your request. The information will only be kept for as long as necessary and in accordance with Avnet’s data retention policy, and will be disposed of in a safe and secure manner.