# EXERCISE OF THE RIGHT TO RECTIFICATION

**CONTROLLER**

|  |  |
| --- | --- |
| Identity | DCIP CONSULTING SOLUTIONS, S.L. |
| CIF/NIF | B53853461 |
| Postal address | C/ Profesor Beltrán Baguena, 5, 7º, 9ª , CP 46009, Valencia (Valencia) |
| Phone | +34 963 49 89 49 |
| Email address | info@dcip.es  |

# DATA SUBJECT OR LEGAL REPRESENTATIVE

Mr. / Mrs ……………………………………………………………………………………………………………, legal age, living in ................................................................................................................................... City ........................................... State .......................................... Zip Code ............... with ID number.........................., with email……………. hereby exercises the right of access in accordance with Article 16 of EU 2016/679 General Data Protection Regulation (GDPR).

**REQUESTS:**

To proceed to agree the rectification of personal data, which takes place within one month of receipt of this request, and to notify me in writing the result of the rectification practiced.

Data on which I request the right of rectification:

If it is agreed that it is not appropriate to carry out the requested rectification, I will be informed of the reasons so that, if necessary, I can make a complaint to the corresponding Control Authority.

Likewise, in the event that my personal data have been communicated by that controller to other controllers, this rectification will be communicated to them.

In ............................, on .................................., 20......

**Signature:**

**GUIDELINES FOR THE USE OF THE FORM IN THE EXERCISE OF THE RIGHTS ESTABLISHED IN THE 2013/679 EUROPEAN REGULATION ON DATA PROTECTION**

* **RIGHT TO RECTIFICATION**
1. This form shall be used in the event that inaccurate or incomplete data are to be rectified by the controller.
2. In order to prove the inaccuracy or incompleteness of the data being processed, it is necessary to provide the documentation accrediting it to the controller.
3. It will be necessary to provide a photocopy of the ID or equivalent document that proves identity and is considered valid in law, in those cases where the responsible has doubts about his/her identity. In the case of acting through legal representation, an ID and a document accrediting the representation of the representative must also be provided.
4. The controller of the personal data subject to processing must go directly to the public or private organization, company or professional of which he presumes or has the confidence that he possesses his/her data.