



Request Form to Exercise Right to Access/Obtain Copy of Personal Data

1. Data subject

Name-surname Identification card/Passport No.
Building/Village Floor No. Moo Trok/Soi
Road Subdistrict/Tambol District/Amphur
Province Postal code Mobile
Tel Email Address

Acknowledge results of the request/consideration and process by:

- Email provided to KTB or Email
- Postal service
 - Registered address (on KTB database) Contact address (on KTB database)
- Contact channel and SMS
 - Telephone#1 Telephone#2

The relationship between the data subject and KTB

- Current customer Existing customer Business partner Service provider/distributor
- Visitor Website/application user Other.....

2. Authorized person of the data subject

Name-surname Identification card/Passport No.
Building/Village Floor No. Moo Trok/Soi
Road Subdistrict/Tambol District/Amphur
Province Postal code Mobile
Tel Email Address

- Person exercising parental power of a minor
 - Father Mother Legal guardian
- Curator of an incompetent person
- Authorized person

(*Minor means a person under 15 years of age and not of legal age by marriage, or not a sui juris pursuant to Section 27 of the Civil and Commercial Code.)



3. Identification document

To ensure that KTB can process your request, please submit your identification document to authenticate your right under the Personal Data Protection Act B.E. 2562 ("PDPA") to access/obtain copy of personal data. KTB reserves the right to decline any request without sufficient proof of identity.

3.1 Data subject

- Certified copy of national identification card with religion and blood type information redacted (Thai) or passport (foreigner)

3.2 Authorized person of the data subject in 2.

- Certified copy of evidentiary appointment of the authorized person of the data subject (legal guardian, curator or attorney)
- Certified copy of national identification card with religion and blood type information redacted/passport or birth certificate/house register (minor data subject); and
- Certified copy of national identification card with religion and blood type information redacted/passport of the authorized person of the data subject

4. Purpose for the exercise of right for KTB's consideration

Please provide as much information about the collection, use and/or disclosure of your personal data: service, department, related person or incident, time date name or type of the document, reference and any information that may assist KTB in processing your request.

- To acknowledge the status of data collected by KTB
- Other please specify

5. Detail of request (please choose the applicable one)

- Request to access personal data
- Request to obtain copy of personal data
- Request to disclose source of my personal data lawfully collected by KTB without my consent

Personal data:

.....
.....



Personal information

All

Specified below

Name-surname

Date of birth

Age

Gender

Nationality

Country of birth

Level of education

Marital status

Spouse's name-surname

National identification card/Passport

Contact information

All

Specified below

Registered address

Billing address

Telephone number

Mobile phone number

Fax number

Email

Work information

All

Specified below

Work address

Work phone number

Occupation

Wage/salary

Other personal information – please specify

Product

Unspecified product

Specified product below



6. Reservation

6.1 The request to exercise your right may be limited by conditions and exemptions under the applicable law and KTB may find it necessary to decline your request to comply with the related law in the following cases:

6.1.1 KTB may decline your request under the law or a court order, or when such access to and copy of personal data may be detriment to the right and freedom of other person.

6.1.2 Your request is unreasonable such as you have no right to request or you have repeatedly requested the same or similar right without a reasonable cause.

6.2 KTB does not charge any fee to process your request. Nevertheless, KTB may charge an appropriate fee if your request is repetitive or unreasonably excessive e.g. request to access or obtain copy of the same personal data. Whereby, the fee varies depending on KTB's expenses in data management.

6.3 KTB will process your request within 30 days of receiving the request with complete information and supporting documents. Nevertheless, KTB may extend the above period in accordance with the regulations by the Data Protection Committee, depending on data complexity and volume of request – KTB will inform you of the status of your request.

6.4 If KTB declines your request on reasonable and lawful grounds as specified in item 6.1, KTB will inform you of the reason for such decline through your selected channel specified in this form and deliver to the Data Subject at the address or email address in item 1, or to the Authorized Person of the Data Subject at the address or email address in item 2. Whereby, KTBCS is not responsible for any loss or misdelivered during the postal service, or disclosure of personal data to and by your family members.

6.5 KTB may contact you to collect additional information or document if your request is ambiguous or you did not provide sufficient information or document for KTB to process your request.

7. Declaration of the data subject/authorized person of the data subject

I hereby declare that the information provided in this request for to exercise right is true and I am the data subject or authorized person whose name appears in this request form. I understand that KTB must authenticate my identity to prevent unlawful exercise of the data subject's rights and KTB may contact me for additional information. I also understand that my request will not be processed until KTB has received all necessary information. I understand that KTB does not charge for this request and I agree to be charged by KTB a reasonable fee to process my repeated or unreasonably excessive request.

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(.....)



Submission channels

Please submit your filled-out request form via email at: right.dp@krungthai.com

or via postal service at:

Data Protection Office (DPO), Data Protection Department

No. 35 Sukhumvit Road, Klongton Nuea Subdistrict, Wattana District, Bangkok 10110

Please contact the Data Protection department for any query or to follow up on the results at Tel: 02-2083333 ext. 6335, 6337

or Krungthai Contact Center 02-111-1111 (24-hour)

Remarks: You must first contact Krungthai Contact Center 02-111-1111 for identity verification before submitting this request form through the specified channels.