

**FORM 2  
REQUEST FOR CORRECTION OR DELETION OF PERSONAL INFORMATION OR  
DESTROYING OR DELETION OF RECORD OF PERSONAL INFORMATION IN TERMS OF  
SECTION 24(1) OF THE PROTECTION OF PERSONAL INFORMATION ACT, 2013 (ACT  
NO.4 OF 2013)**

**REGULATIONS RELATING TO THE PROTECTION OF PERSONAL INFORMATION, 2017  
[Regulation 3(2)]**

**NOTE:**

1. Affidavits or other documentary evidence in support of the request must be attached.
2. If the space provided for in this Form is inadequate, submit information as an Annexure to this Form and sign each page.

Reference Number:

Mark the appropriate box with an "x".

Request for:

- Correction or deletion of the personal information about the data subject which is in possession or under the control of the responsible party.
- Destroying or deletion of a record of personal information about the data subject which is in possession or under the control of the responsible party and who is no longer authorized to retain the record of information.

A. DETAILS OF DATA SUBJECT	
Name and surname of data subject:	
Residential, postal or business address:	
	Code:
Contact number(s):	
Email address:	
B. DETAILS OF RESPONSIBLE PARTY	
Name and Surname of responsible party ( <i>if responsible party is a natural</i> ):	
Residential, postal or business address:	
	Code:
Contact number(s):	
Email address:	
Name of public or private body( <i>if the responsible party is not a natural person</i> ):	
Business address:	
Contact number(s)	
Email address	
C. REASONS FOR CORRECTION OR DELETION OF THE PERSONAL INFORMATION ABOUT THE DATA SUBJECT/DESTRUCTION OR DELETION OF A RECORD OF PERSONAL INFORMATION ABOUT THE DATA SUBJECT WHICH IS IN POSSESSION OR UNDER THE CONTROL OF THE RESPONSIBLE PARTY (Please provide detail reasons for the request. Another sheet may be annexed if the space is insufficient)	


- Delete whichever is not applicable

Signed at .....this .....day of.....20

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Signature of data subject (applicant)