

## GDPR – Request to exercise rights

Pursuant to the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (General Data Protection Regulation) (hereinafter “GDPR”), individuals have been granted certain rights about the personal data that EFG Bank (Luxembourg) S.A. (hereinafter “EFG”) holds and how it processes or stores these data.

Subject to certain exemptions, the individual’s rights include:

- the right to rectification (correction) of your data;
- the right to erasure (“right to be forgotten”);
- the right to restrict processing; and
- the right to object to processing.

As the request is related to personal data, EFG will require proof of the identity of the individual who apply (hereinafter the “Applicant”), in order to make sure that the request is valid. EFG will use reasonable means to verify the identity of the Applicant and will act upon the request within one (1) month of:

- all our requirements for confirming identity and verifying the Applicant’s entitlement to exercise rights under the GDPR and receive any requested data have been satisfied;
- establishing what is required in order to respond to the Applicant’s request. This period may be extended where requests are complex or numerous. In this case, EFG will inform the Applicant before the end of the one-month deadline and explain why the extension is necessary.

In most cases a fee will not apply. However, EFG has the right to charge a reasonable fee where a request is manifestly unfounded or excessive, particularly if it is repetitive. Any fee would be based on the administrative cost of complying with the Applicant’s request and this latter would be advised of this before EFG continues with the request.

### I. About the Applicant

The Applicant is:  the Data Subject himself/herself (being a customer/former customer/prospect)  
 representing a Data Subject (enclosed: evidence of the specific instruction; copy of your ID Card/passport) other (please specify):

### II. Data Subject’s Personal details

This Section details the Data Subject, in order to identify him/her:

Surname/Family Name:	
First Name(s):	
Date of Birth (dd/mm/yyyy):	
Home Address:	

### III. Rights that are exercised

The Applicant wish to apply to exercise the following GDPR-related right(s):

Type of right requested <sup>(1)</sup> [Please tick as appropriate]	Description of Request [Please ensure your request is specific and includes detailed information to allow the relevant records to be identified.]
<input type="checkbox"/> Right of access <sup>(2)</sup>	
<input type="checkbox"/> Right to rectification <sup>(3)</sup>	
<input type="checkbox"/> Right to erasure <sup>(4)</sup>	
<input type="checkbox"/> Right to restrict processing <sup>(5)</sup>	
<input type="checkbox"/> Right to object <sup>(6)</sup>	
<input type="checkbox"/> Right to Data portability <sup>(7)</sup>	

The exercise of this (these) right(s) is valid for the future and does not affect any previous data processing. Please be aware that these rights are not absolute and are subject to conditions and exemptions.

<sup>1</sup> No automated individual decision-making is conducted by EFG, meaning that the Data subject to decision based solely on automated processing which produce legal effects concerning him/her or similarly significantly affect him/her.

<sup>2</sup> The Applicant may request to receive information regarding the processing of the personal data (e.g. the categories of data, the purposes of processing, etc.).

<sup>3</sup> The Applicant may request EFG to rectify or supplement the Data Subject's personal data, if they are incomplete or contain inaccuracies.

<sup>4</sup> In some cases, the Applicant may request the erasure of all or part of the Data Subject's personal data (e.g. if the data is no longer required for the purposes for which it was collected). Please, be aware that there are circumstances why it may not always be possible to agree to your erasure request, for several reasons which will be provided to you e.g. (not limitative) EFG's compliance with legal obligation.

<sup>5</sup> The Applicant may request the restriction of the procession of the Data Subject's personal data, where specified by law.

<sup>6</sup> The Applicant may object, at any time, to the processing of the Data Subject's personal data performed, in the context of the pursuance of the Bank legitimate interests, as specified above.

<sup>7</sup> The Applicant may request EFG to give you or transfer to a third provider, some of the information that the Data Subject has/had provided EFG, in electronic form.

#### IV. Processing of this form

Once completed, please return this form to EFG to the following addresses:

- Luxembourg: [dpoluxembourg@efgbank.com](mailto:dpoluxembourg@efgbank.com)
- Greece: [dpogreece@efgbank.com](mailto:dpogreece@efgbank.com)
- Portugal: [dpoportugal@efgbank.com](mailto:dpoportugal@efgbank.com)

If you have any queries in relation to the submission of this form, please contact the DPO of the location to the abovementioned email address.

#### V. Declaration of the Applicant

The Application, being the Undersigned confirms that the information, which have been supplied in this form, are correct.

The Applicant acknowledges that, by completing this form and providing with Data subject's personal data, EFG will process and retain these personal data in order to enable it to provide the answer to the requested right.

EFG will only process the personal data for the reasons it was provided for.

Insofar as necessary, the Applicant also acknowledges that EFG's General Terms & Conditions also apply to this form.

\* \*  
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Executed in \_\_\_\_\_, on \_\_\_\_\_

The Applicant

[First Name & Last Name]