



## Personal Data Access Request Form

Please use **BLOCK** letters and tick the boxes where applicable and mail the completed form using the Business Reply Envelope (BRE) attached.  
Please allow 30 business days from the receipt of your request to take effect.

Please read the notes below carefully before completing this Form.

- In accordance with Section 21(1) of the Personal Data Protection Act 2012 (the "**PDPA**"), CIMB Bank Berhad, Singapore Branch ("**CIMB**" or "**Bank**") will, subject to the provisions of the PDPA and all subsidiary legislation, regulations and guidelines related thereto (collectively "**Data Protection Legislation**"), comply with your personal data access request as soon as reasonably possible upon your request. Please allow 30 business days for the extraction of your personal data in CIMB's records.
- The duty of CIMB to comply with your personal data access requests only extends to providing you with (i) personal data about you that is in the possession or under the control of CIMB; and (ii) information about the ways in which the personal data referred to in (i) has been or may have been used or disclosed by CIMB within a year before the date of the request. In certain limited circumstances specified in the Data Protection Legislation, CIMB may deny you access to your personal data. If there is any potential conflict between your personal data access request and a third party individual's rights to privacy or confidentiality, CIMB may be obliged to delete or redact the names or other identifying particulars from the extracted personal data.

### ABOUT MYSELF

Please provide us with your particulars so that we can verify your identity in order to process this request.

Name in Bank's Record:

NRIC/Passport No. in Bank's Record:

Address to be mailed to (Address indicated must be registered in Bank's Record):

Postal Code:

### MODE OF DELIVERY

Normal Mail       Registered Mail (Chargeable at S\$5 or its equivalent)

### ABOUT MY EXISTING ACCOUNTS

Please indicate your existing accounts with the bank.

Account Type:

- Deposits Account(s)
- Investment Account(s)
- Credit Card Account(s)
- Loans/Financing Account(s)
- Corporate Account(s)

Account No. (Note: For investment account, please state product type):

- 1.
- 2.
- 3.
- 4.
- 5.

The below are the types of personal data that will be generated upon this request:

- |                      |                            |
|----------------------|----------------------------|
| a. Full Name         | e. Residential Address     |
| b. NRIC/Passport No. | f. Account Mailing Address |
| c. Home No.          | g. Local Mobile No.        |
| d. Office No.        | h. Overseas Mobile No.     |

Please specify if you wish to request for personal data not included in (a) – (h) above. Please note that such request will be assessed by the Bank on a case by case basis, taking into account the specific circumstances and/or type of personal data requested.

## RETRIEVAL REQUEST FEE

The Retrieval Request Fee is S\$10.70, inclusive of GST. Please enclose a cheque payable to "CIMB Bank Berhad" or indicate your CIMB debiting account number for payment of retrieval fee and registered mail charge (if applicable). For access requests not included in (a) – (h) above, the Retrieval Request Fee will be advised by the Bank on a case by case basis. CIMB will notify you of the Fee prior to processing your request.

Payable by:

Cheque (Issuing bank and cheque no.): .....

Debit CIMB Deposit Account No.: .....

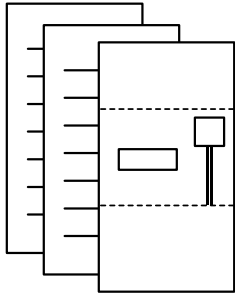
## AUTHORISATION AND AGREEMENT

*New Specimen Signature*

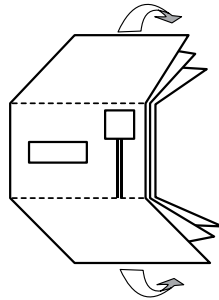
Date: .....

FOR BANK USE ONLY	
DATE REPLIED:	*ACCEPTED/REJECTED
REASON FOR REJECTION (IF APPLICABLE):	
FEES:	CHEQUE RECEIVED:
COPIES SENT ON (DD/MM/YYYY):	ACTION TAKEN BY:

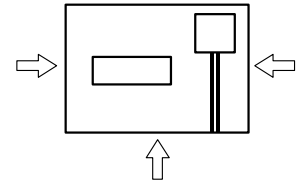
### HOW TO USE THE BUSINESS REPLY ENVELOPE (BRE)



1. Place documents together with the BRE.



2. Fold inwards along the dotted lines as indicated.



3. Seal along edges with clear tape (do not staple). Drop sealed envelope into post box.

Fold Here .....



**Business Reply Service**  
**Permit No. 09102**



**CIMB BANK BERHAD**  
Attn: Account Services  
Robinson Road, P.O. Box 0088  
Singapore 900138

Postage  
will be paid  
by addressee.  
For posting in  
Singapore only.



Fold Here .....

Seal here with clear tape

Seal here with clear tape