# **Request for a register extract for former employee**

To: Green Cargo AB

In my capacity as a former employee of Green Cargo, I request insight into the processing of my personal data.

1. **Name and contact information**

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| --- | --- | --- |
| Name: | | |
| Personal identity number/Employee number: | | |
| Address: | | |
| Postal address (zip code and city): | | |
| Telephone number: | E-mail address: | |
| State the period of your employment at Green Cargo: | As of date | Until date |
|  |  |
| Other supplementary information that makes it easier to securely identify you (role/position): | | |

1. **What information is requested in the register extract?**

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| --- |
| I request general information on the processing of personal data. |
| I request insight into personal data that you have registered about me:  Specify which personal data the request refers to, below are some examples:  Personal Data in systems  Personnel file  Documents (for example, LUV and PUS) |

1. **Correction of data**

|  |  |  |  |
| --- | --- | --- | --- |
| I request correction of the personal data on me that you have registered.  Please indicate below what you request to be rectified. | | | |
| Name | Address | E-mail address | Telephone number |
|  |  |  |  |

1. **Erasure**

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| I request that you erase the personal data you have on me |

1. **Data portability**

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| I request the export of my personal data to a data file |

1. **Signature**

|  |
| --- |
| Place and date: |
| Signature: |

Print the form. Complete and sign, and then submit to us. It should be submitted by e-mail to [dataskydd@greencargo.com](mailto:dataskydd@greencargo.com). We will process your request and will respond to you within 30 days from the time we receive complete information from you.