

Personal Data Request Form

You may use this form to request certain rights regarding Personal Information. You may also submit a request to exercise these rights by emailing us at info@lafayettesquare.com. Note we may need to verify your identity, and we may not be able to grant your request. For more information, please see the privacy policy found at www.lafayettesquare.com.

**I am submitting this
request on behalf of:**

- ☐ Myself
 - ☐ For someone else as an authorized agent
-

I am a:

- ☐ Customer
 - ☐ Employee
 - ☐ Contractor
 - ☐ Applicant
 - ☐ Other
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I am requesting to:

- ☐ Access my information
- ☐ Transfer my information to another
- ☐ Unsubscribe from marketing emails
- ☐ Delete my information
- ☐ Limit the use and disclosure of my sensitive information
(note, this right applies only to Employees, Applicants, and Contractors)

Request Details:

FIRST NAME

LAST NAME

EMAIL ADDRESS

PHONE NUMBER

STATE OF RESIDENCE

Please describe your rights request below, identifying the specific information that your request pertains to.

I would like to be contacted in regards to this request by:

☐ Phone Number

☐ Email Address

If you provided an email address to us as part of submitting this request, you consent to receive electronic communications (email) from us regarding your request.

By submitting this form, you agree, on penalty of perjury or other criminal offense under applicable law, either that you are the individual about whom this request for personal information relates, or that you are authorized by that individual to make this request on their behalf.

NAME OF PERSON SUBMITTING THE FORM

SIGNATURE OF PERSON SUBMITTING FORM

Submit a request on behalf of some else

If you are making a rights request on behalf of someone else, please e-mail a copy of your signed authorization letter, along with your submission of this Form, to info@lafayettesquare.com. We may require the person to verify their identity with us directly and that you have been authorized to submit a request on their behalf. If we verify that you are authorized to correct the requested personal information, we will contact you to collect additional information.