



## EXERCISE OF THE RIGHT OF SUPPRESSION

### **DATA OF THE RESPONSIBLE FOR THE TREATMENT.**

Name/business name: .....  
Address of the Office/Service before which the right of deletion is exercised:  
Street: .....  
No.: ..... Floor: ..... Door: .....  
Locality: .....  
Province: .....  
Autonomous community: .....  
C. Postal: .....  
Country: .....

### **DATA OF THE AFFECTED OR LEGAL REPRESENTATIVE.**

Mr./ Mrs. ...., of  
legal age, with DNI....., and address at:  
Street: .....  
No.: ..... Floor: ..... Door: .....  
Location: .....  
Province: .....  
Autonomous community: .....  
C. Postal: .....  
Country: .....  
and with email.....@.....,

By means of this document, you exercise the right of deletion, in accordance with the provisions of article 17 of Regulation EU 2016/679, General Data Protection (RGPD).

### **REQUEST**

That the deletion of your personal data be agreed within a period of one month from the receipt of this request, and that I be notified in writing of the result of the deletion practiced.

That in the event that it is agreed that it is not appropriate to carry out the requested deletion in whole or in part, I am informed with reasons in order to, where appropriate, claim before the corresponding Control Authority.

That in the event that my personal data has been communicated by that person in charge to other persons in charge of the treatment, this deletion is communicated.

In .....to.....of.....of 20.....

Signed:

Se recomienda que acompañe al presente formulario un escrito en el que exponga de manera detallada todos los datos que permitan identificar el objeto de su pretensión.



## **INSTRUCTIONS**

1. This model will be used by the affected party when they want the deletion of the data when any of the cases contemplated in the General Data Protection Regulations occur. For example, illegal data processing, or when the purpose that motivated the processing or collection has disappeared.

However, there are certain exceptions in which it will not be appropriate to access this right. For example, when the right to freedom of expression and information must prevail.

2. The applicant must be sufficiently identified in the application, which must be signed. If the request is made by a third party, the representation granted for it must be timely accredited. You should know that, when the data controller has reasonable doubts regarding the identity of the natural person making the request, they may request that the additional information necessary to confirm their identity be provided.

3. The Spanish Data Protection Agency does not have your personal data and can only provide the contact details of the Data Protection Delegates of the entities obliged to designate one that have communicated their appointment to the Agency. You can also provide these contact details regarding those entities that have voluntarily appointed a Delegate and have communicated it.

4. The owner of the personal data subject to processing must contact the public or private body, company or professional of which they presume or are certain that they possess their data.

5. In order for the Spanish Agency for Data Protection to be able to process your claim in the event that your request to exercise the right of deletion has not been met, it is necessary that the person in charge has not made the right effective, and provide any of the following documents :

- The refusal of the controller to delete the requested data.
- Copy stamped by the data controller of the deletion request model.
- Copy of the request for deletion stamped by the post office or copy of the certificate of delivery by certified mail.
- Any other means of proof provided by the data controller and from which receipt of the request can be deduced.