

**Caliburn Capital Partners LLP
Subject Access Request (“SAR”) Form**

Under the General Data Protection Regulation (“GDPR”), you are entitled as a data subject to obtain from Caliburn Capital Partners LLP, confirmation as to if we are processing personal data concerning you, as well as to request details about the purposes, categories and disclosures of such data.

You can use this form to request information about, and access to any personal data we hold about you. Details on where to return the completed form can be found at the end of this document.

The information you supply in this form will only be used for the purposes of identifying the personal data you are requesting and responding to your request.

We may contact you for further information or evidence before we initiate any actions in response to the request. This is to protect your personal information from fraudulent requests and to protect your rights under GDPR.

Should a third party, such as a relative or representative, make the SAR on your behalf, we will need to verify their authority to act for you. Again, we may contact the relevant individual for further information or evidence before we initiate any actions in response to the SAR form.

1. Personal Details:

Data Subject’s Full Name:		DOB:	___ / ___ / _____
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Contact Telephone No:		Email:	
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Data Subject’s Address:

Any other information that may help us to locate your personal data:

Are you the data subject?

Yes: I am the data subject, I enclose proof of identity.

No: I am acting on behalf of the data subject. I have enclosed the data subject’s written authority and proof of the data subject’s identity and my own identity.

2. Specific Details of the Information Requested:

2.1 Information about the collection and processing of data. If you want information about any of the following, please tick the relevant box(es):			
• Why we are processing your personal data		<input type="checkbox"/>	
• To whom your personal data is disclosed		<input type="checkbox"/>	
• The source of your personal data		<input type="checkbox"/>	
3. Representatives <i>(only complete if you are acting as the representative for a data subject)</i> <i>[Please Note: We may still need to contact the data subject where proof of authorisation or identity are required]</i>			
Representative's Name:		Relationship to Data Subject:	
Telephone No:		Email:	
Representative's Address:			
I confirm that I am the authorised representative of the named data subject:			
Representative's Name: _____ [print name]			
Signature: _____		Date: ____ / ____ / _____	
4. Confirmation			
Data Subject's Name: _____ [print name]			
Signature: _____		Date: ____ / ____ / _____	
5. Completed Forms			
<i>For postal requests, please return this form to:</i> Caliburn Capital Partners, 67-68 Jermyn St, London, SW1Y 6NY <i>For email requests, please return this form to:</i> investors@caliburncapital.com			

Please note that if the information you request reveals details directly or indirectly about another person we will have to seek the consent of that person before we can let you see that information. In certain circumstances, where disclosure would adversely affect the rights and freedoms of others, we may not be able to disclose the information to you, in which case you will be informed promptly and given full reasons for that decision.

While in most cases we will be happy to provide you with copies of the information you request, we nevertheless reserve the right not to provide you with copies of information requested if to do so would take "disproportionate effort", or in accordance with Article 12 of the GDPR to charge a fee or refuse the request if it is "manifestly unfounded or excessive".