



# Request for Disclosure of Personal Data Form

Pursuant to General Data Protection Regulation May 2018.

Use of this form is to request the disclosure of personal data processed by or on behalf of the Port of Milford Haven.

## Section 1. Details of the person requesting the personal data disclosure

Name:			
Job Title:			
Contact Address:			
Telephone:		Mobile:	
Email:			

## Section 2. Details of the person that data relates to

Name:			
Date of Birth:			
Address:			
Telephone:		Mobile:	

## Section 3. Justification for personal data disclosure

If you believe there is a legal obligation for the Port of Milford Haven to disclose the personal data, please state this below e.g. statutory obligation, rule of law, order of a court.

If you believe an exemption to the General Data Protection Regulation can be applied by the data controller to allow the lawful disclosure of personal data under Article 23, please state below the applicable exemption e.g. preventing and detecting crime, national security.

## Section 4. Purpose for personal data disclosure

Reason why this disclosure is requested:



Information required e.g. CCTV footage (include dates and times):		
The purpose for processing the personal data once it has been disclosed:		
Can the data subject be informed that this request has been made?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

### Section 5. Declaration

I certify that the information given on this application form to the Port of Milford Haven is true. I confirm that the personal data disclosed will not be used in any way that is incompatible with the purpose for which it is being disclosed. I understand that if any information on this form is omitted or wrong I may be committing an offence under the General Data Protection Regulation 2018.

Signed:

Date:

**Please mark your completed form for the attention of the Records Manager and send it to:**

Port of Milford Haven  
Gorsewood Drive  
Hakin  
Milford Haven  
Pembrokeshire  
SA73 3EP

Email: [enquiries@mhpa.co.uk](mailto:enquiries@mhpa.co.uk)

### Port of Milford Haven use only

Disclosure of personal data:

Approved Declined 

If declined, state reason:

Reference Number(s):

(e.g. police crime reference number)

Signed:

Date:

Position: