Application date: Year _____ Month _____ Date _____

To: Personal data Protection Group
   Toshiba Automation Systems Service

Request Form for Personal data Disclosure etc.

I hereby make the following request concerning personal data held by Toshiba Automation Systems Service
in accordance with the Act on the Protection of Personal Information.

1. Matters concerning the person to whom the personal data refers

Information concerning the person to whom the personal data refers	Name	Affix seal here
	Postal address	Postal code —
	Telephone number	( ) — (Telephone for daytime contact)
	E-mail address	
Details of the request (Please circle one.)		1. Disclosure of personal data 2. Notice of intended use of personal data
		Please indicate the specific reason for your request. (This information is optional.) --- ---
Personal identity confirmation document (Please circle the document included with this form.)		1. Driver's license 2. Health insurance card 3. Passport 4. Pension booklet 5. Resident registry card 6. Duplicate of original alien registration (Please send a copy of the document.)

2. Describe how you provided your personal data to Toshiba Automation Systems Service
  (Circumstances and means of disclosure).

(Please circle the applicable number and specifically indicate the product or service name.)

		Inquiry number, name of product, service purchased, etc.
1.	User card	
2.	E-mail newsletter registration form	
3.	Membership subscription form	
4.	Questionnaire, campaign entry form, product monitor registration form, etc.	
5.	Exhibition registration form (exhibition name, date, etc.)	
6.	Repair request	
7.	Inquiry	
8.	Other	

3. Describe how you were contacted by Toshiba Automation Systems Service

(After indicating the specific product or service name, circle the applicable items.)

Concerning _____ (specific product or service name)

    1. I receive direct mail.   2. I receive e-mail.

    3. I receive telephone calls.   4. I receive visits.

    5. Other (   )

4. Disclosure of personal data (Please indicate specifically the personal data items for which you request disclosure.)

Personal data items (name, postal address, telephone number, etc.)

Fee (Please enclose a postal money order for the fee below.)

Fee	¥800

The requestor bears the cost of purchasing the postal money order and of postage to
Toshiba Automation Systems Service .

Please do not write in the space below.

Office	Remarks
(Date stamp)	