**Request For Notification of Purpose of Use or Disclosure, etc. of Retained Personal Data**\*1

Date:

**KISSEI PHARMACEUTICAL CO., LTD.**

**Personal Information Hotline**

 I hereby make the following request pursuant to the Act on the Protection of Personal Information.

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| 1. Applicant | Address:  |
| E-mail address (state if selecting e-mail as the method of disclosure in section 6)  |
| Name: | Home telephone No.: |
| Documents to be submitted\*2: [ ]  Original copy of certificate of residencePlease submit any of the following documents in addition to that listed above.[ ]  Copy of drivers’ license, [ ]  Copy of passport, [ ]  Copy of health insurance card, [ ]  Copy of pension book |
| 2. Representative(If request if being made by a representative) | Address: |
| E-mail address (state if selecting e-mail as the method of disclosure in section 6)  |
| Name: | Telephone No.: |
| Documents to be submitted:[ ]  Original copy of applicant’s certificate of residence, [ ]  Letter of authorization, [ ]  Original copy of the registered seal certificate for the seal stamped by the applicant on the letter of authorizationPlease submit any of the following documents in addition to those listed above.[ ]  Copy of the representative’s drivers’ license, [ ]  Copy of the representative’s passport, [ ]  Copy of the representative’s health insurance card, [ ]  Copy of the representative’s pension book |
| 3. Type of request | [ ]  (1) Disclosure of retained personal data[ ]  (2) Disclosure of records of provision of retained personal data to third parties[ ]  (3) Disclosure of records of acquisition and disposal of retained personal data[ ]  (4) Notification of purpose of use of retained personal data[ ]  (5) Correction of retained personal data[ ]  (6) Addition of retained personal data[ ]  (7) Deletion of retained personal data[ ]  (8) Suspension of use of retained personal data[ ]  (9) Erasure of retained personal data[ ]  (10) Suspension of provision of retained personal data to third parties[ ]  (11) Suspension of shared use of retained personal data[ ]  (12) Actions taken against third parties in foreign countries \*3 |
| 4. Reason for request(Not required in the case of request (1), (4) or (12)) | Type of request | Reason for request |
| Request (5), (6) or (7) | [ ]  Data is incorrect[ ]  Other reason: (state specific details) |
| Request (8) or (9) | [ ]  Data was unlawfully acquired[ ]  Data is being handled for purposes other than the intended use[ ]  Other reason: (state specific details) |
| Request (2), (10) or (11) | [ ]  Data has been provided to a third party without the consent of the individual concerned[ ]  Other reason: (state specific details) |
| 5. Request details(Only required in the case of request (5), (6) or (7)) | (5) Correction of retained personal data1. Before correction:2. After correction: |
| (6) Addition of retained personal dataItem or data to be added: |
| (7) Deletion of retained personal dataItem or data to be deleted: |
| 6. Desired method of disclosure(Only required in the case of request (1), (2) or (4)) | [ ]  Post (written response)[ ]  E-mail (provision of electronic record)Note 1: We will respond by post (written response) if it is difficult to respond by e-mail due to the size of file involved or other reasons.Note 2: We will notify the applicant without delay if the retained personal data involved in the request does not exist, or if disclosing such data will violate other laws or regulations. |

\*1 **Post:** Please send this request form and the documents to be submitted by registered mail or Letter Pack Plus.

 **E-mail:** Please send this request form and the documents to be submitted by e-mail as electronic files (created by taking photos using a smartphone camera or other means).

\*2 Documents submitted will be used for identity verification purposes. Please check all documents before submission.

 Requests (1) Disclosure of retained personal data, (2) Disclosure of records of provision of retained personal data to third parties, and (4) Notification of the purpose of use of retained personal data, are subject to a separately determined fee.

\*3 Applies to individuals who have given prior consent to the provision of their personal data to a third party in a foreign country.