



The Gateshead Housing Company

Working with Gateshead Council

DATA PROTECTION ACT 2018 CCTV Subject Access Application Form

This form is to be completed when you request information pertaining to you that has been recorded on CCTV by The Gateshead Housing Company.

We will keep this form on file for two years after we reply to your request. After two years we will destroy this form and delete identifying details from our database.

Date of request.....

Name.....Mr/Mrs/Miss/Ms

Address.....

.....

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Postcode.....Telephone No.....

Location of camera.....

Relevant dates.....

Relevant Times.....

Data Subject Declaration

I wish to access personal data in the form of CCTV images that Gateshead Housing has recorded on its CCTV system.

I understand that the company may need to contact me to confirm my identity. I understand the company may need more information from me to find the personal data that I have requested. The 30 day reply period will begin once I provide all the information the company needs to find my personal data.

I confirm that **I am the Data Subject** and not someone acting on his her behalf.

I confirm that the enclosed photograph is a true likeness of me.
Please send me the information I am entitled to under the Data Protection Act 2018.

Signed.....

Date.....

Please return this form to:

Governance and Risk Lead
The Gateshead Housing Company
Civic Centre
Regent Street
Gateshead
NE8 1JN

Or by email to dataprotection@gatesheadhousing.co.uk

If you would like help completing this form please contact the company's Governance and Risk Lead on 0191 433 5308.