

Important Note:

1. Your information provided in this form will be used for the purpose of processing of your request to exercise your right as specified in the form by you/authorized person. Furthermore, **you are required to submit a copy of ID card or Passport together with specify “Certified true copy” on such document for verification** to protect personal data from unauthorized/illicit act.

You are not obligated to provide your personal data. However, Sompo wish to highlight that if you do not provide your personal data, Sompo cannot process your request as abovementioned reason.

Please note that you must bear all legal consequences from exercising your right, such as consent withdrawal, etc.

In case that you are customer, consent withdrawal may result in the termination of your insurance policy.

2. Sompo will completely process this your request within 30 (thirty) days upon receipt of your written request and required documents mentioned herein.
3. If you are a relevant person making request on behalf of a Data Subject (“**Authorized person**”), the following documents need to be submitted:
 - a. Power of Attorney/ Authorization letter signed by the Data Subject; and
 - b. Proof of identity of Data Subject and Authorized Person (Copy of ID card or Passport).
4. Sompo may not process your request if any of the following circumstances arises:
 - a. Information provided herein is incomplete, inaccurate, vague or misleading;
 - b. Sompo cannot proof the identity of the Data Subject and/or Relevant Person;
 - c. Sompo does not have your personal data in our possession;
 - d. Proceeding with your request would constitute a violation of a court order, others’ rights and freedom and/or laws and regulation governing Sompo’s business
 - e. Your request does not base on legal rights in Personal Data Protection Act B.E.2562 and relevant laws.
 - f. Sompo in entitled to deny your request to comply with Personal Data Protection Act B.E.2562, other laws and regulation governing Sompo’s business

5. In case your request is reiterated with your previous one within 90 days after first request, Sompo preserves right to respond only 1 of your request.

Literally, exercising your right hereof is free of charge, However, if you exercise right with the same page of your previous matter, Sompo reserves right to collect service fee from you with the rate specified by Sompo sole discretion.

6. Sompo needs to keep this document as a record of your request for future reference. Your personal data provided herein will be used for the purpose of processing this request and other directly related purposes only and/or disclosed to any third party for the same purpose.
7. Please note that if you provide personal data for exercising right herein with misleading, willful misconduct towards Sompo, Sompo is entitled to prosecute you. Furthermore, you may be required to provide required additional information for Sompo to process your request.
8. If you have further inquiries, please contact

Sompo Insurance (Thailand) PCL.

990 Abdulrahim Place, 12th FL., Rama 4 Rd.

Silom, Bangrak, Bangkok 10500 Thailand.

Data Protection Office Email: DPO@sompo.co.th

Tel 02 119 3000