



Introduction

You can request insight into which personal data VP Securities has saved about you, and how we use this data. Please complete this form, so that we can help you as well as possible. Please read the following before you complete the form:

- The form is divided into different subjects, depending on the insight which you require.
 - If you have applied for a job at VP Securities
 - If you have previously been employed by VP Securities
 - If you have previously been a consultant at VP Securities
- Please tick the areas you find relevant.
- Please add your personal contact details on the last page.
- You can complete the form digitally here in the PDF, or print it out and fill it in with a pen afterwards.
- Once you have completed the form, you must send it by ordinary mail together with a copy of your passport and Danish national health card. If you not are a Danish resident, you will need to send a copy of your proof of residency.
- Send it to the following address:

VP Securities A/S
 Weidekampsgade 14
 DK-2300 Copenhagen S
 "GDPR"

We need copies of your passport and Danish national health card/proof of residency because we need to verify your identity. You must send these to us by ordinary mail because sending a copy of a passport by unencrypted e-mail is not secure enough.

- When VP Securities has received your request, it will be processed, although you will not receive any confirmation of receipt.
- Please note that it can take up to 30 days from receipt of your request until its processing has been completed.
- You will then receive your result by ordinary mail to the address specified in your contact details.

If you have applied for a job at VP SECURITIES

Please tick as applicable	Insight into	Comment
	I wish to see my recruitment material.	<p><i>This material will be your application, CV and other material that you submitted to VP Securities when you applied for a job/sent an unsolicited application.</i></p> <p><i>Please note that your recruitment material is deleted after six months and that test results are deleted three months after completion.</i></p> <p><i>Please state when you applied for a job at VP Securities (month/year).</i></p>



If you have previously been employed by VP Securities

Please tick as applicable	Insight into	Comment
	I require insight into the personal data that you have saved about me in conjunction with my employment by the VP Securities Group	<p><i>Please note that personality test results are deleted three months after completion.</i></p> <p><i>Please state your period of employment (Month/year).</i></p>

If you have previously been a consultant at VP SECURITIES

Please tick as applicable	Insight into	Comment
	I require insight into the personal data that you have saved about me in conjunction with my role as consultant for VP Securities.	<p><i>Please note that the material is deleted five years after the expiry of the consulting agreement.</i></p> <p><i>Please note that your contact details are deleted on the expiry of the consulting agreement.</i></p> <p><i>Please state the period of the consulting work (Month/year).</i></p>

Contact details

First name

Last name

Address

Postcode

Town/City

Country

Telephone number

E-mail address

CPR/TIN ID number