

## Subject Access Request (SAR)

You have the right to ask for copies of your personal data we store and use. This is your right of access, also known as making a subject access request or SAR. We'll normally respond at the latest within one calendar month of receiving your request. There may be times where we need longer or we may need to charge a reasonable fee for reasonable admin fee if your request is unfounded or excessive, or if you request further copies of data we have already provided to you. We'll let you know if this is the case.

You don't have to use this form to ask for copies of your data, but it's helpful for us to know what you're looking for so we can respond fully and promptly.

Please send your completed form to us using the contact details at the bottom of the page.

You can read more about your right of access by visiting: <https://gdpr-info.eu/art-15-gdpr/>

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### 1. Who's making this request?

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To ensure we protect your privacy, we must verify your identity before releasing any data. The statutory one-month response period begins only once we have successfully confirmed who you are. Please include a copy of one of your photo ID (e.g. Passport or Driving License) and a recent utility bill or bank statement as a proof of your address

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**Your name**

**Contact number**

**Email address**

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**Postal address**

Are you making this request on behalf of someone else?

**Yes**

**No (Please move to section three)**

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**2. Please provide contact details of the person you are making the request for.**

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If you're making the request on behalf of someone else, we need to know who they are and their contact details in case we need to get in touch.

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**Name of another person**

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**Contact number**

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**Email address**

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**Postal address**

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**Other contact information for the person you are making the request for**

You also need to give us proof of your authority to act on their behalf. For example, this could be written authorisation from them or a relevant power of attorney.

Please send proof of authority together with this form when you make your request.

Yes, I've got proof of my authority to act on someone else's behalf and I'll include it with my form. (Please move to section four.)

No, I haven't got any proof of authority yet, but will send it at a later date. I understand you can't action my request until you receive this information.

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**3. How would you like us to respond to you?**

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We will provide your data in a structured, commonly used, and machine-readable format (such as a secure PDF or .CSV) to support your right to data portability.

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4. What personal data are you requesting?

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Please specify the categories of personal data you are requesting, for example, email addresses, full names and so on.

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**Briefly describe your request**

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5. Is there a date range of the personal data you're asking for?

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It's helpful if you're as specific as possible about your request. For example, if you've been a customer for several years, but you only need data about your recent purchase history, you could ask for data about things you've bought only in the last few months.

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**Date from**

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**Date to**

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6. Can you tell us anything else to help us with our search?

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If there's anything else of relevance you can tell us to help us identify you or the data you're requesting, please include this here. For example, any aliases, date of birth, order number or a customer reference number.

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**Further information to help us find the data you need**

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Thank you. We'll be in touch. If you'd like more information about how we use your data, have a look at our <https://www.coingecko.com/en/privacy>.