

If you wish to make a request for disclosure of personal information held, please enter the necessary information below and send this form to our contact point, together with the required documents.

Send to	
Address	23F Ochanomizu Sola City, 4-6 Kanda-Surugadai, Chiyoda-ku, Tokyo
Postal Code	101-0062
To	Junkosha Inc., attn.: Privacy
Email Address	privacyadmin@junkosha.com

Request for Disclosure of Personal Data Held

		Date of Request (MM/DD/YY)	/	/
Subject of Request (individual to whom the personal data corresponds)				
Name		Date of Birth (MM/DD/YY)	/	/
Phone Number				
Address				

Party Making Request (Fill out if the request is being made by a party other than the individual to whom the personal data corresponds.)				
Relation to Party Making Request	<input type="checkbox"/> Person having parental rights <input type="checkbox"/> Guardian <input type="checkbox"/> Agent			
Name		Date of Birth (MM/DD/YY)	/	/
Phone Number				
Address				

Type of Request	<input type="checkbox"/> Disclosure <input type="checkbox"/> Notification of purpose of use <input type="checkbox"/> Correction <input type="checkbox"/> Partial deletion <input type="checkbox"/> Full deletion <input type="checkbox"/> Cessation of use			
Check one				

Reason for Request for Disclosure	
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1. Identification Documents for Request from the Individual Concerned by Personal Data

A copy of one of the following; if no address is indicated (on a document issued by a public agency), attach a document issued by a public agency within the past three months indicating your current address.

Documents to attach: Driver's license; passport; health insurance card; other document issued by a public agency that can be used to confirm identity

2. For Request from an Agent

In addition to the document(s) under 1. above, attach a copy of one of the following concerning the agent and a letter of attorney signed by the individual to whom the personal data corresponds:

If the agent is a family member of the individual to whom the personal data corresponds, attach documentation of parental rights in place of a letter of attorney.

Documents to attach: Driver's license; passport; health insurance card; other document issued by a public agency that can be used to confirm identity

<Handling of Requests for Disclosure>

- Personal data obtained from a request for disclosure will be used solely within the scope necessary to respond to the request for disclosure.
- If the requested information cannot be disclosed, you will be notified of that fact, along with the reason(s) why.
- This form will be retained by the Company for three months after completion of the response to the request for disclosure. then disposed of.
- The response to your request may be delayed in certain cases—for example, if the request form is incomplete or the required documents are not attached.