

Date :

To:

Personal Information Inquiry Service  
 TEC Business Services Corporation

### Personal Information Disclosure Request Form

I agree with the information stated in “Privacy Statement of TEC Business Services Corporation”, and request the following.

1. When the request form is submitted by the person whose information has been requested to be disclosed.

Name	Block Letters
Address	
Telephone	
Request	<input type="checkbox"/> Provide information regarding the purpose of use of personal information <input type="checkbox"/> Disclose personal information <input type="checkbox"/> Modify, Add or Delete personal data <input type="checkbox"/> Terminate the use of personal information, Delete personal data or Terminate the provision of personal data to third parties
Reason for the request	

Date :

To:

Personal Information Inquiry Service  
 TEC Business Services Corporation

### Personal Information Disclosure Request Form

I agree with the information stated in “Privacy Statement of TEC Business Services Corporation”, and request the following.

2. When the request form is submitted by the agent appointed by the person whose information has been requested to be disclosed.

Name of person requesting the data	Block Letters
Address	
Telephone	
Relationship with the person requesting the data	<input type="checkbox"/> Appointed by the person requesting the data <input type="checkbox"/> Statutory agent (ex. Parents of a minor)
Name of the agent	
Certificate (Attachment)	<input type="checkbox"/> Mandate form by the person requesting the data <input type="checkbox"/> Document(s) for identity verification (family register, abstract of register)
Request	<input type="checkbox"/> Provide information regarding the purpose of use of personal information <input type="checkbox"/> Disclose personal information <input type="checkbox"/> Modify, Add or Delete personal data <input type="checkbox"/> Terminate the use of personal information, Delete personal data or Terminate the provision of personal data to third parties
Reason for the request	

**Privacy Statement**

[Company Name]

TEC Business Services Corporation

[Personal Information Protection Management Representative]

Hideki Morooka

[Purpose of Use]

Personal data collected through your request for disclosure, modification, or termination of use is used only for processing your request.

[Provision of Personal Information to Third Parties]

Personal data collected through your request for disclosure, modification, or termination of use is not provided to third parties.

[Consignment]

On processing your request, we do not consign your personal information collected through your request for disclosure, modification, or termination of use.

[Return of Personal Information]

We will return the personal information submitted by you for identity verification after processing your request.

**Supporting documents for identity verification**

■ In case of the request by the applicant:

A document that confirmed the applicant's identity (a copy of Driving license, Passport, or Health insurance card)

■ In case of the request legal representative:

(1) A copy of family register, or other certificate

(2) A document that confirmed the representative's identity (a copy of Driving license, Passport, or Health insurance card)

■ In case of the request by the representative appointed by the applicant:

(1) Letter of proxy (signature and seal of the applicant): 1 copy

(2) Seal registration certificate of the applicant (the seal should be same as the one in the Letter of proxy)

(3) A document that confirmed the representative's identity (a copy of Driving license, Passport, or Health insurance card)

<Notes>

Please black out the section of domicile of origin in supporting documents for identity verification.

**Our reply**

We will reply you to the person stated in the request form submitted with recorded delivery.

**Posting Address**

TEC Business Services Corporation

Address: 8-1, Akanehama 2-chome, Narashino-Shi, Chiba 275-0024 Japan

Telephone: 047-413-7670

Contact: Hideki Morooka, Personal information protection Management Representative

(Open 9:00-17:00, Holiday: Saturday, Sunday, national holiday and year-end and New Year holidays)