FROM

(Please state your name and address)

**TO**

Ministry of Foreign Affairs  
Presidential Avenue, 1447 Nicosia, Cyprus  
Or via email: dpo@mfa.gov.cy

DATE: ..........

**REQUEST FOR ACCESS ACCORDING TO ARTICLE 15 OF THE GDPR**

I hereby request access in accordance with Article 15 of the General Data Protection Regulation (GDPR).

Please confirm whether you are processing my personal data.

In the event that you are processing it, I hereby request access to the following information:

1. All of my personal data that you have stored
2. The purpose of its processing
3. The recipients to whom the data has been or will be disclosed
4. Where possible, the envisaged storage period of the data, or if not possible, the criteria used to determine that period

I provide the following information necessary for my identification:

(Please state your details here, e.g., name, date of birth, address, email address, ID/passport number, and attach a relevant copy.)

**Signature**