Request letter of personal information use suspension

Year / month / day

To: Topcon Corporation, Messrs
(Care of the entire company help desk for personal information protection)

Address:

Name:

Contact: tel.

Pursuant to the provisions of the 1st clause and the 2nd clause of the 27th article of Personal Information Protection Law, I would like to request the use suspension of personal information as follows.

Personal information concerning request:

Requested items:

- ☐ Suspension of use
- ☐ Erase
- ☐ Suspension of the third party offer

Requested contents:

Reason for request:

- ☐ Personal information is not legally obtained
- ☐ Personal information is used beyond the range of the use purpose
- ☐ Personal information is provided with third party for any purpose other than the use purpose and exceptional reason does not apply
- ☐ Others

Remarks:

1. When you apply for personal information disclosure, please enclose the documents necessary for identification such as a driver's license and others. Also when your legal representative applies, please enclose the documents proving his qualification.

2. When your legal representative applies, please specify his name, address and, also distinction of a minor or adult's protégé in the upper part of your name and address.

Identification of Applicant ☐ Driver's license ☐ Passport ☐ Health insurance card
☐ Others ( )