



топлофикация  
СОФИЯ ЕАД

Топлина в твоя дом!

**Toplofikatsiya Sofia EAD**

(District Heating Sofia Single-shareholder PLC)

*The heat in your home*

ATTACHMENT №4

To

**INTERNAL REGULATIONS**

on the measures and means for the protection of personal data,  
collected, processed, stored and provided by  
Toplofitaktsia Sofia EAD [Single-shareholder PLC]

**TO TOPLOFITAKTSIA SOFIA EAD [SINGLE-SHAREHOLDER PLC]**

**Personal Data Controller**

**REQUEST FOR ACCESS TO INFORMATION**

From.....  
*(full name)*

Personal Identification Number (PIN)/ Foreign National PIN  
.....\

Address:.....

Mailing address:.....

Telephone: ..... E-mail:.....

Through .....  
*(name of attorney-in-fact)*

If the request is filed through an attorney-in-fact, a power of attorney shall be presented without Notary certification.

**Dear Mr. Chairman of the Management Board,**

**Dear Mr. Executive Director,**

Pursuant to Articles 37b and 37c of the Personal Data Protection Act and in relation to my right of access under Article 15 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016, please provide me with the following information:

.....  
.....  
.....  
.....  
.....  
.....

*(description of requested information)*

I wish to receive the requested information (please select):

- on hard copy
- verbally
- via technical means
- by e-mail at .....

Date.....

Signature.....

**Toplofikatsia Sofia EAD (Solely-owned PLC)**  
Headquarters  
23B Yastrebits Street, 1680 Sofia, Bulgaria  
tel.: 0700 11 111, Fax: +359 2 859 91 24





ТОПЛОФИКАЦИЯ  
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**TO TOPLOFITAKTSIA SOFIA EAD [SINGLE-SHAREHOLDER PLC]**

**Personal Data Controller**

**REQUEST**

**for rectification of personal data**

From.....  
(full name)  
Personal Identification Number (PIN)/ Foreign National PIN  
.....\  
Address:.....  
Mailing address:.....  
Telephone: ..... E-mail:.....  
Through .....  
(name of attorney-in-fact)

If the request is filed through an attorney-in-fact, a power of attorney shall be presented without Notary certification.

**Dear Mr. Chairman of the Management Board,**

**Dear Mr. Executive Director,**

Pursuant to Articles 37b and 37c of the Personal Data Protection Act and in relation to my right of access under Article 16 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016, I would like to hereby request a rectification/supplementing of my personal data available to the personal data controller - Toplofitaktsia Sofia EAD [Single-shareholder PLC], with Unified Identification Code (UCI) 831609046, address: 23B Yastrebets St., Sofia 1680

(Personal data you wish to rectify/supplement)

Name ..... Middle Name ..... Surname .....  
Personal Identification Number (PIN) ..... Foreign National PIN ..... ID  
Card № .....  
Permanent address .....  
Current address .....  
Telephone ..... E-mail .....  
Other personal data .....

I wish to receive the requested information (please select):

- on hard copy  via technical means  
 verbally  by e-mail at .....

Date..... Signature.....

**Toplofikatsia Sofia EAD (Solely-owned PLC)**

Headquarters

23B Yastrebets Street, 1680 Sofia, Bulgaria

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Member of CISQ Federation



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**TO TOPLOFITAKTSIA SOFIA EAD [SINGLE-SHAREHOLDER PLC]**

**Personal Data Controller**

**REQUEST**

**for erasure of personal data (“right to be forgotten”)**

From.....

(full name)

Personal Identification Number (PIN)/ Foreign National PIN

.....\

Address:.....

Mailing address:.....

Telephone: ..... E-mail:.....

Through .....

(name of attorney-in-fact)

If the request is filed through an attorney-in-fact, a power of attorney shall be presented without Notary certification.

**Dear Mr. Chairman of the Management Board,**

**Dear Mr. Executive Director,**

Pursuant to Articles 37b and 37c of the Personal Data Protection Act and in relation to my right of access under Article 17 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016, I would like to hereby request that my personal data processed by the personal data controller - Toplofitaktsia Sofia EAD [Single-shareholder PLC], with Unified Identification Code (UCI) 831609046, address: 23B Yastrebets St., Sofia 1680, be erased, for the following reasons:

(please describe the reason which necessitates the erasure of your personal data)

.....  
.....  
.....  
.....

I wish to receive the requested information (please select):

- on hard copy
- verbally
- via technical means
- by e-mail at .....

Date.....

Signature.....

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**TO TOPLOFITAKTSIA SOFIA EAD [SINGLE-SHAREHOLDER PLC]**

**Personal Data Controller**

**REQUEST**

**TO EXERCISE THE RIGHT TO RESTRICTION OF PROCESSING OF PERSONAL DATA**

From.....

(full name)

Personal Identification Number (PIN)/ Foreign National PIN  
.....\

Address:.....

Mailing address:.....

Telephone: ..... E-mail:.....

Through .....

(name of attorney-in-fact)

If the request is filed through an attorney-in-fact, a power of attorney shall be presented without Notary certification.

**Dear Mr. Chairman of the Management Board,**

**Dear Mr. Executive Director,**

Pursuant to Articles 37b and 37c of the Personal Data Protection Act, by this request I would like to exercise my right to restriction under Article 18 of Regulation (EU) 2016/679 of the processing of the following personal data concerning me

.....

on the grounds of:

- Article 18, paragraph 1, point “a“ of Regulation (EU) 2016/679 - the accuracy of the personal data is contested by the data subject, for a period enabling the controller to verify the accuracy of the personal data;
- Article 18, paragraph 1, point “b“ of Regulation (EU) 2016/679 - the processing is unlawful and the data subject opposes the erasure of the personal data and requests the restriction of their use instead;
- Article 18, paragraph 1, point “c“ of Regulation (EU) 2016/679 - the controller no longer needs the personal data for the purposes of the processing, but they are required by the data subject for the establishment, exercise or defence of legal claims;
- Article 18, paragraph 1, point “d“ of Regulation (EU) 2016/679 - the data subject has objected to processing pursuant to Article 21(1) pending the verification whether the legitimate grounds of the controller override those of the data subject.

I wish to receive the requested information (please select):

- on hard copy
- verbally
- via technical means
- by e-mail at .....

Date.....

Signature.....

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**TO TOPLOFITAKTSIA SOFIA EAD [SINGLE-SHAREHOLDER PLC]**

**Personal Data Controller**

**REQUEST**

**for data portability**

From.....

*(full name)*

Personal Identification Number (PIN)/ Foreign National PIN

.....\

Address:.....

Mailing address:.....

Telephone: ..... E-mail:.....

Through .....

*(name of attorney-in-fact)*

If the request is filed through an attorney-in-fact, a power of attorney shall be presented without Notary certification.

**Dear Mr. Chairman of the Management Board,**

**Dear Mr. Executive Director,**

Pursuant to Articles 37b and 37c of the Personal Data Protection Act and in relation to my right of access under Article 20, paragraphs 1 and 2 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016, I wish to receive my personal data processed by the personal data controller - Toplofitaktsia Sofia EAD [Single-shareholder PLC], on the grounds of:

- Article 6, paragraph 1, point "a"  Article 9, paragraph 2, point "a"
- Article 6, paragraph 1, point "b"  automated processing

The information shall be transmitted to the personal data controller:

.....  
.....  
.....

I wish to receive the requested information (please select):

- on hard copy  via technical means
- verbally  by e-mail at .....

Date.....

Signature.....

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