

DATA SUBJECT RIGHTS REQUEST (DSRR) FORM

Letshego values and maintains the confidentiality of your personal information, ensuring its integrity is consistently protected. To access our Customer Privacy Notice visit our website at [Customer Privacy Notice](#).

As a Data Subject you are afforded certain rights with regards to processing of your Personal Data that we retain about you as per the Lesotho Data Protection Act (DPA). To submit your request, send the completed form with accompanying documentation to our Data Protection Officer at **Mohaeset@letshego.com** or to the nearest Letshego Branch.

Please note: This form is intended to assist in logging your Data Subject Request.

Documents required to accompany this application:

- Copy of your identity document.

Where a Data Subject appoints a representative:

- Copy of the data subject and data subject representative's identity document
- Data Subject affidavit instructing the representative to act on their behalf.

Data Subject's Data

Title Mr ☐ Mrs ☐ Miss ☐

Name

Current address

Contact number

Email address

Proxy Details (Complete ONLY if requesting on behalf of the Data Subject)

Please state your relationship with the data subject (e.g. parent, legal guardian or solicitor)

Title Mr ☐ Mrs ☐ Miss ☐

Name

Current Address

Contact Number

Email Address

Request will be processed upon positive identification and verification of the requestor and submission of the required documents to Letshego Financial Services Lesotho.

Please ensure completion of the below sections in order to facilitate your request accordingly.

Request being made in person: ☐

Proxy: ☐ *(in case of a representative, consent of the data subject is required to be attached to this request)*

With regard to:

- | | | | |
|-------------------------------------|--------------------------|---|--------------------------|
| Right of Access | ☐ | Right to Withdraw Consent | ☐ |
| Right of Rectification | ☐ | Right to Modify Consent | ☐ |
| Right to Object | ☐ | Right to Erasure | ☐ |
| Right to Object to Direct Marketing | ☐ | Right to Data Portability | ☐ |
| Right to Restriction | ☐ | Right to Object to decision based solely on Automated Means | ☐ |

Further description of the request

Provide as much information as possible to help us understand and process your request accurately. Include:

Reason for your request: *(e.g., data is inaccurate, no longer needed, or consent withdrawn)*

Action requested *(e.g., restrict processing, erase data, or other)*

- *If restricting, specify which activities (e.g., marketing, profiling)*
- *If erasing, indicate which data should be deleted*

Type of data involved: *(e.g., identification details, contact info, account data, behavioural data, sensitive data)*

Additional details (optional)

- *Systems, services, or products where data is held*
- *Whether data was collected directly from you or another source*
- *Any dates, references, or identifiers to help locate the data*

Declaration

Please note that any attempt to provide misleading information may result in adverse consequences.

I _____ confirm that I have read and understood the terms of this data subject request form and certify that the information given in this application about my personal data is true. I understand that it is necessary for Letshego Financial Services Lesotho to confirm my/the data subject's identity and it may be necessary to obtain additional information from you in order to best service you.

Signed:

Date:

Please note that we will make every effort to process your Data Subject request within 30 calendar days in accordance with the Data Protection Act. If there are any complexities that cause a delay, we will inform you of the reasons for the extended processing time. Should you have any queries whilst your request is being processed, please do not hesitate to contact us at lesotho@letshego.com.

For Office Use:

The request is valid and the identity of the requestor has been confirmed:

☐Yes ☐No

Name of Officer: _____

Designation: _____

Date: _____

Signature: _____
