

Informal tone email requesting personal data

Subject: Request for My Data

Hello [Contact Name],

Iâ€™d like to make a Subject Access Request to see the personal information your company holds about me. Could you please share all the records connected with my details, including emails and documents?

Iâ€™ve attached my ID for verification. Please let me know if you need anything else.

Thanks a lot,

[Your Name]

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