



**Request for Disclosure of Personal Data under
Schedule 2 Part 1 (2) (1) of the Data Protection Act 2018
(crime & taxation)**

Section 1 - Requester Details:

| | |
|---------------------------------|----------------|
| Requester Name: | _____ |
| Organisation Name & Address: | _____ _____ |
| Requester Job Title: | _____ |
| Telephone Number: | _____ |
| Secure email address: | _____ |

Section 2 – Data Subject Details:

| | |
|--|--|
| Information being requested: (please provide details of what information is being sought. Feel free to attach additional documentation where necessary) | |
|--|--|

Section 3: Justification for disclosure

| | |
|---|--|
| Type of offence: | |
| Reason why the information is necessary: | |
| State which statutory power you are requesting the information under: | |

Section 4: Authorisation

I confirm that the data being requested is required for one of the following purposes, and non-disclosure will prejudice that purpose: -

- the prevention or detection of crime,
- the apprehension or prosecution of offenders, or
- the assessment or collection of any tax or duty or of any imposition of a similar nature,

I further confirm that any information disclosed to me will not be used in any way which is incompatible with this purpose.

| | |
|--|--------|
| Signed: _____ (requesting officer) | Dated: |
| Signed: _____ Print Name: _____ Job Title: _____ | Dated: |

**Request for Disclosure of Personal Data under
Schedule 2 Part 1 (5) (3) of the Data Protection Act 2018
(by law or legal proceedings)**

Section 1 - Requester Details:

Requester Name: _____

Organisation Name _____

& Address: (if applicable) _____

Telephone Number: _____

Email address: _____

Please mark as appropriate:

- I am a private individual acting on my own behalf
- I represent a client(s)
- Other (please state)

Section 2 – Data Subject Details:

Name of the person you are seeking information about:

Information being requested:

(please provide exact details of what information is being sought. Feel free to attach additional documentation where necessary)

Section 3: Justification for disclosure

Please mark as appropriate your reason for application:

- in existing legal proceedings
- in prospective legal proceedings
- to obtain legal advice
- to establish, exercise or defend a legal right*

** Please describe the legal rights that you are intending to establish, exercise or defend.*

The purpose and **necessity** to provide this information to you is key to determining a lawful disclosure within the provisions of the Data Protection Act 2018. You should only request information which is **necessary** in your case.

Reason why the information is necessary:

Section 4: Authorisation

I confirm that the information requested is necessary for the purposes described in this application and that failure to provide the data will, in my view, be likely to prejudice these matters.

I further confirm that any information disclosed to me will not be used in any way which is incompatible with this purpose.

| | |
|---------|--------|
| Signed: | Dated: |
|---------|--------|

PLEASE RETURN FORM TO : infogov@lambeth.gov.uk