



ROYAL GIBRALTAR POLICE

SUBJECT ACCESS REQUEST

(IN ACCORDANCE WITH SECTION 14 OF THE DATA PROTECTION ACT 2004)

NOTE TO APPLICANT

THE APPLICATION FORM MUST BE COMPLETED BY THE APPLICANT IN FULL USING **BLOCK CAPITALS** AND NON APPLICABLE DETAILS MUST BE ENTERED AS **N/A**.
 IF A CERTIFICATE IS TO BE COLLECTED BY A PERSON OTHER THAN THE APPLICANT A LETTER OF AUTHORISATION AND A PASSPORT COPY IS REQUIRED. NO CERTIFICATES CONTAINING SENSITIVE PERSONAL DATA WILL BE ISSUED TO NON-APPLICANTS.
 WRITING MUST BE CLEAR AND LEGIBLE.
A £10.00 FEE IS APPLICABLE AND REQUIRED AT THE TIME OF SUBMITTING THIS FORM.

NO CERTIFICATES WILL BE ISSUED FOR EMPLOYMENT PURPOSES LOCALLY.

Further information on Pre-Employment vetting can be obtained from the Gibraltar Regulatory Authority's (GRA) Data Protection Division Guidance Notes 10/12 and 04/13.

SURNAME:				PREVIOUS NAME (IF ANY): E.G. MAIDEN NAME				
FORENAME:				ID/PASSPORT No:				
DATE OF BIRTH:	D	D	M	M	Y	Y	Y	PLACE OF BIRTH:
CONTACT TELEPHONE NUMBER:								

REASON FOR APPLYING

"Working together to make our community safer"



Please state all addresses applicant has resided at during the last 7 years. If Applicant has moved to Gibraltar from abroad within the last 10 years please state last address prior to moving to Gibraltar.

House No:	Street/ Block	Town	Country	From	To

IMPORTANT NOTE: PLEASE ENSURE THAT ALL DATES ARE COVERED WITH A FULL, LEGIBLE ADDRESS. DO NOT LEAVE ANY GAPS IN YEARS PROVIDED. THE ROYAL GIBRALTAR POLICE WILL NOT ACCEPT FORMS COMPLETED INCORRECTLY.

Declaration by Applicant

I hereby certify that the details provided are correct and I authorise the Royal Gibraltar Police to process my request.

NAME IN FULL

Signature of applicant: _____ Date _____

FOR OFFICE USE ONLY:

Accounts Receipt number _____ Date _____

Database Certificate No: _____

Date collected _____ Issued by _____

Signature of person collecting: _____

According to RECORDS Office:-

There are no previous convictions recorded against the applicant:

Attached find convictions

Records Office Stamp



“Working together to make our community safer”

The contents of this document will be processed in strict compliance with the Royal Gibraltar Police’s policy on Data Protection which has been compiled in accordance with the provisions of the Data Protection Act 2004.