



**Subject Access Request for personal data held under the Rates (Jersey) Law 2005 made under Part 6 of the Data Protection (Jersey) Law 2018.**

<b>1. NAME and CURRENT ADDRESS of applicant:</b>	
Surname	Title
Forenames (in full)	Maiden name (if applicable)
Address	
Parish	Post Code
Telephone	E-mail
<b>2. I am/was a ratepayer in the Parish of ..... I request my personal data relating to rates paid for the following land / property:</b>	
Year(s) requested From:	To:
Address of land / property:	
<b>It will be necessary to validate your identity. If required, we may ask you to bring your driving licence or passport into the Parish Hall. We may also require a utility bill showing your current address.</b>	
<b>3. Applicant's signature and date:</b>	
Signature	Date

Subject to validating your identity you will be sent a notice confirming:

- The year(s) you are recorded as a ratepayer for each property within the period requested
- If you are recorded as a ratepayer, whether solely or jointly with others

For each year during the period requested the following:

- Rate Year, Rate Demand, Amount, Amount Paid and Outstanding, Address.

Information on the Parish and Island-wide Rate by year/Parish are published on [www.parish.gov.je](http://www.parish.gov.je) (see 'Rates' tab).

If you have any questions please contact the relevant Parish using the contact details overleaf.

Office use only:

Initial    Date

Photo ID checked

Proof of current address checked

Other details

## Data Protection Contacts:



### St. Brelade

☎ 01534 741141

✉ [stbrelade@posb.gov.je](mailto:stbrelade@posb.gov.je)



### St. Clement

☎ 01534 854724

✉ [stclement@posc.gov.je](mailto:stclement@posc.gov.je)



### Grouville

☎ 01534 852225

✉ [grouville@pog.gov.je](mailto:grouville@pog.gov.je)



### St. Helier

☎ 01534 811811

✉ [townhall@posh.gov.je](mailto:townhall@posh.gov.je)



### St. John

☎ 01534 861999

✉ [stjohn@posj.gov.je](mailto:stjohn@posj.gov.je)



### St. Lawrence

☎ 01534 861672

✉ [stlawrence@posl.gov.je](mailto:stlawrence@posl.gov.je)



### St. Martin

☎ 01534 853951

✉ [stmartin@posmn.gov.je](mailto:stmartin@posmn.gov.je)



### St. Ouen

☎ 01534 481619

✉ [stouen@poso.gov.je](mailto:stouen@poso.gov.je)



### St. Peter

☎ 01534 481236

✉ [stpeter@posp.gov.je](mailto:stpeter@posp.gov.je)



### St. Saviour

☎ 01534 735864

✉ [stsaviour@poss.gov.je](mailto:stsaviour@poss.gov.je)



### Trinity

☎ 01534 865345

✉ [trinity@pot.gov.je](mailto:trinity@pot.gov.je)



### St. Mary

☎ 01534 482700

✉ [stmary@posmy.gov.je](mailto:stmary@posmy.gov.je)

<p>Your Parish is registered with the Office of the Information Commissioner in Jersey and is a 'controller', as defined by the Data Protection (Jersey) Law 2018 (DPJL), of the information (personal data) you provide on this form. Your personal data will be treated with care and in accordance with your Parish's privacy policy. Please refer to the data protection section on your Parish's website for more information or contact your Parish directly.</p>		
<p>We collect your identity and contact details in order to process this subject access request.</p> <p>Please note that this application form only relates to providing information held in respect of Parish Rates. This does not preclude your right to access any / all of your personal data held by your Parish.</p>	<p>You have rights under DJPL, as follows:</p> <ul style="list-style-type: none"> <li>To make subject access requests regarding the category and nature of information held, the purpose for which it is held, details of any processing performed, the period for which it is held and to whom it has been disclosed.</li> <li>To prevent processing likely to cause damage or distress.</li> <li>To prevent processing for purposes of direct marketing.</li> <li>To be informed about the use of any automated decision-taking processes that will significantly affect you.</li> <li>To not have significant decisions that will affect you taken solely by automated processes.</li> <li>To seek compensation if you suffer damage by any contravention of the DPJL.</li> <li>To take action to rectify, block, erase, including the right to be forgotten, or destroy inaccurate data.</li> <li>To have personal data provided to you in a structured, commonly used and machine-readable format, and the right to have that data transmitted to another controller.</li> <li>To object to any automated profiling that is occurring. This is linked to your right to object to profiling and to be informed about the existence of profiling, of measures based on profiling and the envisaged effects of profiling.</li> </ul>	<p>You can complain to us about the way your information is being used. If you would like to complain to us, please contact your Parish Hall in the first instance. Alternatively, you can complain to the Office of the Information Commissioner in Jersey by emailing <a href="mailto:enquiries@jerseyoic.org">enquiries@jerseyoic.org</a>.</p> <p>Tel: +44 1534 716530</p> <p>Address: Office of the Information Commissioner, 2nd Floor, 5 Castle Street, St. Helier, Jersey, JE2 3BT</p>