

Joanna van Tonder
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3rd October 2021

Rugby Relics Ltd
66 Brynhyfryd
Glynneath
SA11 5BA

SENT VIA E-MAIL: dai@rugbyrelics.com

Attention: Managing Director, Mr David Richards

Dear Mr Richards,

Subject Access Request
Joanna van Tonder

Please supply all the personal data you hold about me, which I am entitled to receive under data protection law, held in:

- Electronic form including but not limited to e-mail correspondence to and from Glynneath Town Council,
- Records held on computers, laptops, mobile phones or other electronic devices,
- Video and audio files,
- Paper records,
- Cyber content either published or unpublished.

If you need more information, please let me know as soon as possible.

It may be helpful for you to know that data protection law requires you to respond to a request for personal data within one calendar month.

Please provide copies of all documentation, correspondence, video and audio clips, screenshots/printouts of web content and any other records that contain my personal data to me on the e-mail address provided above.

If you need advice on dealing with this request, the Information Commissioner's Office can assist you. Its website is ico.org.uk or it can be contacted on 0303 123 1113.

Sincerely,



Joanna van Tonder