

You may be entitled to request to view or erase any personal data we hold about you. We will do our best to respond promptly to your request.

The information you supply in this form will only be used for the purposes of identifying any personal data that we may hold about you and responding to your request. You are not obliged to complete this form to make a request, but doing so will make it easier for us to process your request quickly.

Please select the type of request you wish to make and provide us the requested information to aid us in verifying your identity.

#### Type of Request:

Review My Data

Delete My Data

Correct My Data

#### I am a (an):

Employee

Former Employee

Candidate for Employment

Other

Specify: \_\_\_\_\_

#### I am a Resident or Data Subject of:

California (USA)

The European Union

Other

Specify: \_\_\_\_\_

#### Personal Data Record Details:

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

#### Are You the Data Subject?

Yes, I am the Data Subject

No, I am acting on behalf of the Data Subject



Proof of Identity Provided

Passport, Driver’s License, or other Government-Issued ID

Proof of Address: Utility Bill, Driver’s License, or other official correspondence with address.

*Failure to provide proof of identity may lead to our inability to process your request.*

Reason for Request

The Personal Data is no longer necessary for the purposes for which we collected it.

The Data Subject no longer consents to our processing of their Personal Data.

The Data Subject believes their Personal Data has been improperly processed.

The Data Subject is a minor, represents a minor, or was a minor at the time of data collection/processing.

To review Personal Data records for accuracy.

To correct Personal Data records for accuracy.

Time and Circumstances of Data Collection

During what time frame (approximately) do you believe Parsons collected or held the Personal Data?

\_\_\_\_\_

Please explain why you believe Parsons may hold the Personal Data. Describe any interactions the Data Subject has had with Parsons that you think may help us in locating relevant data.

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