NNEXURE A:		
ERSONAL INFORMA	ATION REQUEST FORM	
-1 1 1 1 1		
	completed form to the Information Officer:	
Name	Nikki Trevethan	
Contact Number	031 767 8000	
Email Address:	nikki@kbi.co.za	
Please be aware th	at we may require you to provide proof of identification prior to processing your request.	
A. Particulars of Da	ata Subject	
Name & Surname		
Identity Number:		
Postal Address:		
Contact Number:		
Email Address:		
B. Request		
I request the organ	isation to:	
(a) Inform me whe	ther it holds any of my personal information	
(b) Provide me witl	n a record or description of my personal information	
(c) Correct or update my personal information		
(d) Destroy or dele	te a record of my personal information	
C. Instructions		
D. Signature Page		
Signature		
Date		

ANNEXURE B:		
POPI COMPLAINT FO	DRM	
	o safeguarding your privacy and the confidentiality of your personal information and are bound Personal Information Act.	
Please submit you	r complaint to the Information Officer:	
Name	Nikki Trevethan	
Contact Number	031 7678000	
Email Address:	nikki@kbi.co.za	
Where we are una Information Regula	ble to resolve your complaint, to your satisfaction you have the right to complaint to the ator.	
The Information R Johannesburg, 200	Legulator : Adv Pansy Tlakula Physical Address: JD House, 27 Stiemens Street, Braamfontein, 01	
A. Particulars of Co	omplainant	
Name &		
Identity Number:		
Postal Address:		
Contact Number:		
Email Address:		
B. Details of Comp	laint	
C. Desired Outcom	ne	
D. Signature Page		
Signature:		
Date		