

Request for Disclosure of Retained Personal Data in ZIPAIR Tokyo

Please fill out this Form below and send to Personal Information Handling Desk with documents required for confirmation of identification as described below. (Please enclose self-addressed envelope with JPY500 postage stamps). ZIPAIR reservation confirmations and boarding confirmation will be issued at no charge by visiting ZIPAIR Tokyo web-site or calling the ZIPAIR Tokyo Reservation Center.

[Please send to] ZIPAIR Tokyo Co., Ltd. Personal Information Handling Desk
Narita International Airport, Terminal 1, North Wing, 4F NA407, 1-1 sanrizuka aza goryobokujyo, Narita-city, Chiba, 282-0011

Information of the Individual (Principal)			
Name		Birth Day	/ /
Address	Zip Code		
Telephone			
Remarks	Please notice here in case of changing address and/or family name registered in ZIPAIR Tokyo		

Details of Disclosure request

Please describe the retained personal data concerning this request.

Reservation and boarding information

Flight: ZIPAIR / Flight Number:

Boarding Date: / Sector:

Other details of the request

Information of Representative (If acting through the representative)			
Relationship to the Principal: ①Parental Authority ②Guardian ③Voluntary representative			
Name		Birth Day	年 月 日
Address	Zip Code		
Telephone			

The Reason of the request

Documents required for confirmation

- ① Documents to confirm identification of the person making this request.
Please enclose a copy of one of the following documents. In case the address is not written by a public entity on the documents above, please attach a certified copy of the residence certificate or the original copy of the foreign resident registration (issued within 3 months prior to the request)
1. Driver's license 2. Passport 3. Health insurance certificate
4. any other document issued by a public agency that can be used to confirm the identity customer
- ② In case of requesting by a person with parental authority In addition to above①, Document that confirms the representative has parental authority
- ③ In case of requesting by guardian In addition to above①, Document that confirms the representative is a guardian of adult
- ④ In case of requesting by statutory agent In addition to above①, Document that proves the representative is a statutory agent
- ⑤ In case of requesting by voluntary representative In addition to above①, Letter of proxy (signed by data subject)

Handling of this Form

Personal information obtained through the request using this form is used only to respond to the request. We shall destroy this form and other attached documents 3 months after our reply. In case we decide not to disclose the retained personal data, we will inform you the reason.

Attention:

Please note that this form is accepted only by mail. We will not accept it in flights or at counters.