**To: Ascent Development Services**

**I hereby make the following disclosure request for personal information held by Cencora with a full understanding of the notes in the Appendix.**

|  |  |
| --- | --- |
| Date of application | (YYYY/MM/DD)  |
| Name of requester |  |
| Address of requester |  |
| Contact information of requester | TEL: Email: |
| Notification of purpose of use of personal information | ο Purpose of use of personal information |
| Disclosure of personal information | ο Name ο Address ο Telephone number ο Email address |
| ο Records provided to third parties |
| ο Records of personal information provided by third parties |
| ο Others |
| Disclosure method ο Recorded in document form and mailed (postage fee is borne by the requester) ο The method of disclosure is left up to the Company |
|  Suspension of use, deletion, or suspension of provision to third parties of personal information | ο Suspension of use ο Deletion ο Suspension of provision to third parties |
| Reason for request ο The personal information was utilized beyond the scope necessary to achieve the purpose of use ο The personal information will facilitate illegal or unjust acts ο The personal information was obtained by illegal means ο The personal information is sensitive personal information obtained without the consent of the person described in the information ο The personal information was provided to a third party without the consent of the person described in the information ο Leakage, loss, or damage of personal information was caused by the Company ο Other |
| Identification documents | ο A copy of the following that confirms the same name and address as those of the person described in the retained information Driver's license, passport, health insurance card, residence card, individual number card (front side without personal number), or special permanent resident certificate ο A copy of the certificate of residence (original without personal number) |

**Appendix: Notes**

1. Documents required for disclosure requests, etc.

(1) "Disclosure Request for Retained Personal Data"

(2) One set of identification documents

(3) When requesting "notification of purpose of use of personal information" or "disclosure

of personal information" (by CD-ROM or paper by mail), postage stamps amounting to

1,000 yen

2. Send documents to

Address:

3. Identification documents

One copy of each of the following (1) and (2) (total of two copies)

(1) One photocopy of one among the following: driver's license, passport, health insurance

card, individual number card (front side without personal number), basic resident

registration card, residence card, or special permanent resident certificate with the same

name and address as the person described in the retained information.

(2) Copy of certificate of residence (original without personal number)

4. Response to your request

• We can respond to requests for disclosure, etc. only for that personal information for which

we have the authority to disclose, correct, delete, suspend use of, and so on.

• If a response is not required by the provisions of the Act on the Protection of Personal

Information, or if the documents required for a request for disclosure, etc. are incomplete

then we may not be able to respond to the request.

In such cases, we will promptly contact the requester.

• Personal information obtained for the purpose of receiving disclosure requests etc., will be

handled to the extent necessary to respond to such requests.

• Depending on the nature of your disclosure request, we may require some time before being

able to respond.

• Even in the case that the personal information of the person described in the documents has

been erased upon a request for disclosure, etc., the necessary documents submitted for the

disclosure request procedure will be retained by the Company for a period of time

determined by the company for filing purposes and will be discarded when these are no Form 3

longer needed.

• Please note that the Company systems, services, etc. may become unavailable as a result

of the suspending of use, deletion, or stopping of provision of the personal information to

third parties