

**Subject Access Request concerning the processing of personal data in the  
Visa Information System (VIS)**

In accordance with article 38 of Regulation (EC) No 767/2008 and Council Decision 2004/512/EC,

I (name and surname) \_\_\_\_\_,  
(nationality) \_\_\_\_\_, holder of Identity Card/ Passport number  
\_\_\_\_\_, would like to access/ erase/ rectify (delete the  
irrelevant) my personal data entered in the Visa Information System concerning Visa  
Application number \_\_\_\_\_.

**Specification of the complaint**

a) Personal data of the person concerned with the complaint:

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.....  
.....

b) Additional information related to the request<sup>1</sup>:

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<sup>1</sup> It is not obligatory to provide additional information, but it could be helpful in helping us process your request.

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c) Previous action, if any, taken in connection with the case:

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d) List of enclosed documents, if any

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**3. Date and Signature**

.....

Date

.....

Signature of the applicant

**Instruction:**

In case where the application form was not submitted to Malta, the authorities of the Member State responsible will be contacted and these shall check the accuracy of the data and the lawfulness of their processing in the VIS. If it emerges that data recorded in the VIS are inaccurate or have been recorded unlawfully, the Member State responsible shall correct or delete the data. The Member State responsible shall confirm in writing to the person concerned without delay that it has taken action to correct or delete data relating to him. The Maltese authorities will take all action as indicated above where necessary.

If on the other hand, the Member State responsible does not agree that data recorded in the VIS are inaccurate or have been recorded unlawfully, it shall explain in writing to the person concerned without delay why it is not prepared to correct or delete data relating to him.