



Personal Data Withdrawal Form

Important Notice to Requestor

1. Please read these terms carefully before completing this Personal Data Withdrawal Form.
Where this Form contains a summary of the relevant requirements of the Singapore Personal Data Protection Act 2012 (“the PDPA”), the summary is provided for reference purpose only. For a complete and definitive statement of the law, please refer to the PDPA itself.
2. You are not entitled to withdraw consent on personal data not belonging to you. It is an offence under section 51 of the PDPA to withdraw the personal data consent of another individual without the consent of that individual.
3. It is important that you specify in this Form clearly, and in details, purpose(s) that you had previously consented to for which you wish to now withdraw your consent for. Teambuild Land may seek further clarification, or refuse to comply with your request if you have not provided sufficient information as may be reasonably required.
4. Teambuild Land will conduct a strict verification process to ensure that Teambuild Land processes only the withdrawal of consent for your own personal data and not of any other individual. You will be required to produce identification documents to verify against our records for this purpose.
5. Please note that Teambuild Land will cease to collect, use or disclose the personal data, unless otherwise permitted or required by the PDPA or other applicable laws and regulations, and may be unable to continue to provide certain products and/or services to you as a result of your withdrawal of consent and your withdrawal of consent will not affect any legal consequences arising from such withdrawal.
6. To make a withdrawal, you may either:
 - (i) Email this completed Form to the **Personal Data Protection Team** at dataprotection@teambuildland.com.sg with attached scanned copies of your personal identification documents (NRIC/Passport) and any further identification documents that we may request for to verify against our records, or
 - (ii) Proceed to **Teambuild Land's Office** with your personal identification documents (NRIC/Passport) and any further identification documents that we may request for to verify against our records. Please refer to the “PDPA Management” section on our website at www.teambuildland.com.sg for the full contact address of our office.
7. Teambuild Land will notify you after the withdrawal has been processed. Teambuild Land will process the request within 30 days after receiving your request and if we are unable to do so, we will inform you within the 30 day time frame of the soonest possible or practicable time we can respond to your request.
8. **DECLARATION:** By submitting this Form, you hereby indicate that you have agreed to all the terms of the notice above.



Personal Data Withdrawal Form

Personal Particulars of Requestor

Name of Requestor: _____ Date of Request: _____

NRIC/FIN/Passport No.: _____

Address: _____

Contact Email: _____ Contact No.: _____

Personal Data Withdraw For:

(Please describe purpose(s) that you had previously consented to for which you wish to now withdraw your consent for.)

For Teambuild Land Internal Use

Processed By: _____

Approved By: _____

Designation: _____

Designation: _____

Department: _____

Department: _____

Date: _____

Date: _____