



REQUEST FOR ACCESS TO DOCUMENTS

I request the opportunity to view documents that are in the possession of the Finnish Immigration Service.

1 Access is requested by an individual, a customer (the documents concern me or a child in my custody, a copy of an identity document is attached) or his or her counsel (an authorisation form is attached).			
Surname			
Forenames			
Address			
Telephone number		E-mail address	
2 Access is requested by an authority			
Requesting authority			
Contact person			
Address			
Telephone number		E-mail address	
3 Person who the requested information or documents concern			
Surname			
Forenames			
Former names			
Date of birth (dd.mm.yy-latter part of personal identity code)		Finnish Immigration Service customer number	
4 Requested documents			
Specify the documents to which you are requesting access, the purpose of which they are used and the legal provision on which your right of access is based			

5 Delivery of documents and the urgency of the matter (for data security reasons, we do not send copies as e-mail attachments)	
<input type="checkbox"/> I wish that copies of the documents are sent to me by post to the following address	
A fee will be charged for copying and mailing according to our price list.	
<input type="checkbox"/> I will visit the Finnish Immigration Service and view the documents there	Requested date
I need the documents by _____	(date) at the latest Reason why the matter is urgent
6 Date and signature	
Place and date	Signature
_____	_____
Name in block letters	
7 Attachments	
<input type="checkbox"/> Copy of an identity document	
<input type="checkbox"/> Authorisation form (VALTA_K)	