

**Antrag gemäß Art. 17 DSGVO auf Löschung  
*Request for Erasure (Article 17 GDPR)***

Stand / *Last changed*: Dezember 2018

Antragssteller / *Applicant*:

Name / *Name*:

Anschrift / *Postal address*:

Verantwortlicher / *Controller*:

Name / *Name*:

Anschrift / *Postal address*:

Ort und Datum / *Place and date*:

Sehr geehrte Damen und Herren!

Hiermit stelle ich gemäß Art. 17 Datenschutz-Grundverordnung (Verordnung (EU) 2016/679 des Europäischen Parlaments und des Rates vom 27. April 2016 zum Schutz natürlicher Personen bei der Verarbeitung personenbezogener Daten, zum freien Datenverkehr und zur Aufhebung der Richtlinie 95/46/EG, DSGVO) den Antrag auf Löschung meiner personenbezogenen Daten.

Dear Sirs,

*I hereby request erasure of my personal data pursuant to Article 17 Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).*

**Article 17 GDPR - Right to erasure ('right to be forgotten')**

- 1) *The data subject shall have the right to obtain from the controller the erasure of personal data concerning him or her without undue delay and the controller shall have the obligation to erase personal data without undue delay where one of the following grounds applies.*
  - a) *the personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed;*
  - b) *the data subject withdraws consent on which the processing is based according to point (a) of Article 6(1), or point (a) of Article 9(2), and where there is no other legal ground for the processing;*
  - c) *the data subject objects to the processing pursuant to Article 21(1) and there are no overriding legitimate grounds for the processing, or the data subject objects to the processing pursuant to Article 21(2);*
  - d) *the personal data have been unlawfully processed;*
  - e) *the personal data have to be erased for compliance with a legal obligation in Union or Member State law to which the controller is subject;*
  - f) *the personal data have been collected in relation to the offer of information society services referred to in Article 8(1)*
- 2) *Where the controller has made the personal data public and is obliged pursuant to paragraph 1 to erase the personal data, the controller, taking account of available technology and the cost of implementation, shall take reasonable steps, including technical measures, to inform controllers which are processing the personal data that the data subject has requested the erasure by such controllers of any links to, or copy or replication of, those personal data.*
- 3) *Paragraphs 1 and 2 shall not apply to the extent that processing is necessary.*
  - a) *for exercising the right of freedom of expression and information;*
  - b) *for compliance with a legal obligation which requires processing by Union or Member State law to which the controller is subject or for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller;*
  - c) *for reasons of public interest in the area of public health in accordance with points (h) and (i) of Article 9(2) as well as Article 9(3)*
  - d) *for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes in accordance with Article 89(1) in so far as the right referred to in paragraph 1 is likely to render impossible or seriously impair the achievement of the objectives of that processing;*
  - e) *for the establishment, exercise or defence of legal claims.*

**Article 19 GDPR - Notification obligation regarding rectification or erasure of personal data or restriction of processing**

*The controller shall communicate any rectification or erasure of personal data or restriction of processing carried out in accordance with Article 16, Article 17(1) and Article 18 to each recipient to whom the personal data have been disclosed, unless this proves impossible or involves disproportionate effort. The controller shall inform the data subject about those recipients if the data subject requests it.*

Ich bin der Meinung, dass die von Ihnen verarbeiteten personenbezogenen Daten aus folgenden Gründen gelöscht werden müssen / *I am of the opinion that the data must be erased for the following reasons:*

**1. Identität / Identity:**

(bitte eine Variante auswählen / *Please choose one option*)

Ich bin Ihnen bereits aus früheren Kontakten bekannt und mache dazu folgende Angaben (Kundennummer, Zahlen früherer Verfahren, Personalnummer oder vergleichbares) / *I am known to you from earlier contacts and give the following information (customer number, reference numbers of earlier cases, staff ID or similar):*

Zur Bestätigung meiner Identität lege ich folgende Unterlagen bei / *I attach the following documents to confirm my identity.*

## 2. Kommunikation / *Communication*:

(bitte eine Variante auswählen / *Please choose one option*)

Ich habe den Antrag elektronisch gestellt und wünsche auf elektronischem Weg zu unterrichtet zu werden / *I have sent the request electronically and wish to be informed by email.*

Ich habe den Antrag elektronisch gestellt, aber möchte aus folgenden Gründen nicht auf elektronischem Weg unterrichtet werden / *I have sent the request electronically but I do not want to be informed by email for the following reasons:*

Bitte senden Sie Ihre Antwort an meine Postanschrift (siehe oben) / *Please send the response to my postal address (see above).*

Sie sind verpflichtet, mich innerhalb eines Monats nach Eingang des Antrags zu informieren, welche Maßnahmen Sie getroffen haben. Diese Frist kann um weitere zwei Monate verlängert werden, wenn dies unter Berücksichtigung der Komplexität und der Anzahl von Anträgen erforderlich ist. Sie haben mich innerhalb eines Monats nach Eingang des Antrags über eine Fristverlängerung, zusammen mit den Gründen für die Verzögerung, zu informieren. Wenn Sie der Meinung sind, dass Sie auf den Antrag nicht eingehen müssen, so haben Sie mich spätestens aber innerhalb eines Monats nach Eingang des Antrags über die Gründe dafür und über die Möglichkeit, bei einer Aufsichtsbehörde Beschwerde einzulegen zu informieren.

*You are required to inform me on action taken within one month of receipt of the request. That period may be extended by two further months where necessary, taking into account the complexity and number of the requests. You have to inform me of any such extension within one month of receipt of the request, together with the reasons for the delay. If you believe that you do not have to take action, you must inform me without delay and at the latest within one month of receipt of the request of the reasons for not taking action and on the possibility of lodging a complaint with a supervisory authority.*

Beilagen / *Attachments*

Händische Unterschrift / *Handwritten signature*: .....

oder elektronische Unterschrift / or electronic *signature*:

(Bitte klicken Sie auf das Bild, um den Signiervorgang zu beginnen / *Please click in the image to start the signing process*)

