

**OVERVIEW**

By filling out the form below, you are making an official request to exercise one or more of your consumer rights under the Virginia Consumer Data Protection Act. Once the form has been submitted, London Computer Systems, Inc. ("LCS") will acknowledge receipt of the request within 10 days. LCS must verify that the person requesting access to the information is the same person for whom we have information on file. At a minimum, LCS will need to verify at least two pieces of information. Depending on the nature of the request, additional verification may be required to protect the security of the data. LCS will provide a response to your request within 45 days.

If you have already received a response and wish to appeal the findings, you may also do so by submitting the form below. Responses to an appeal will be made available within 60 days of receiving the appeal.

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Are you, or were you during the time in question, a Virginia Resident or Virginia Consumer?      Yes      No

I would like to make an official request to exercise one or more of my consumer rights under the Virginia Data Protection Act. Specifically I would like:

To confirm whether or not a controller is processing the consumer's personal data and to access such personal data;

To correct inaccuracies in the consumer's personal data, taking into account the nature of the personal data and the purposes of the processing of the consumer's personal data;

To delete personal data provided by or obtained about the consumer;

To obtain a copy of the consumer's personal data that the consumer previously provided to the controller in a portable and, to the extent technically feasible, readily usable format that allows the consumer to transmit the data to another controller without hindrance, where the processing is carried out by automated means; and

To opt out of the processing of the personal data for purposes of (i) targeted advertising, (ii) the sale of personal data, or (iii) profiling in furtherance of decisions that produce legal or similarly significant effects concerning the consumer.

*\*Please Note: The information collected above will be used to help validate your request and/or to communicate with you throughout the process.*

*Virginia consumers have the right not to receive discriminatory treatment by LCS for the exercise of the privacy rights conferred by the Virginia Consumer Data Protection Act (VCDPA).*

*Additional Information regarding your rights under the VCDPA can be found in our Privacy Statement (RentManager.com/Privacy-Statement).*

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(INTERNAL USE ONLY)

Account #: \_\_\_\_\_

Sales Person: \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_