

[ANA] Form for Various Requests (Cargo)

<for Residents in China>

Request Date : / /

<How to apply>

1. Please fill out this form.
2. Please enter the required information in the URL below, then upload the request form and identification documents (if the request is made by a representative, identification documents of the representative are also required)

URL: <https://anacargohelpen.zendesk.com/hc/en-us/requests/new>

*Please note that we will not be able to accept this form at ANA counters.

Please be careful not to forget to fill in the required items in the bold frame.

Information for the Person to Whom Modification etc. Pertains					
Last Name		Birth Date	Day	Month	Year
First Name			/	/	
Address	Zip Code				
Telephone	-	-	*As we may call for identity verification, please fill in the daytime phone number.		
Identification documents	A Copy of one of the followings: Official ID Card with a photo, such as Driver's License, Passport, etc.				

Information of the Person Requesting Modification etc. (Please fill this out only if the request is being made through a representative.)					
Last Name		Birth Date	Day	Month	Year
First Name			/	/	
Address	Zip Code				
Telephone	-	-	*As we may call for identity verification, please fill in the daytime phone number.		
Identification documents of a representative	1. Power of Attorney (legal representatives must provide a certifying document) 2. Documents to identify the representative (A Copy of one of the followings: Official ID Card with a photo, such as Driver's License, Passport, etc.)				

Type of Request

Circle the number(s) for the type of request and fill in the details.

Types of Request	Details
1. Correction, Deletion, or Addition 2. Discontinuance or Erasure 3. Information provision concerning personal information protection measures 4. Withdrawal of Consent 5. Interpretation/explanation of Privacy Policy	

Handling of this request form

Documents we obtained will be handled only to the necessary extent in accordance with the ANA Privacy Policy.

The ANA Privacy Policy can be found at the following link:

https://www.anacargo.jp/en/privacy_ana/

If we cannot respond to your request, we will notify you to that effect and the reason.

- Required item is missing.
- Confirmation if not available.
- Requested item was not eligible for modification of personal data.
- Request has serious impact to ANA's business operation.
- Request offends other laws.
- Life, health, property and other rights of the individual or third parties are affected.

■ For official use by ANA

Acceptance date and time	Received: Year _____ Month ____ Date ____ Time ____ :	Management representative validation	
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