



**Correction of Personal Data Request Form  
Personal Data Protection Act 2012 ("PDPA")**

**Please read the following before completing this Correction of Personal Data Request Form**

1. This Correction of Personal Data Request Form is only to be used to correct your personal data stored by Bintan Resorts Ferries Pte Ltd ("BRF") and is not to be used to replace you with another traveler.
2. If you are making this correction request for an upcoming journey with BRF, please contact our Customer Helpdesk at the number below and fax or email your completed information, indicating the date of your travel on the form.
3. If you are not making this correction request for an upcoming journey with BRF and you are an account holder on our website, you may correct your stored personal data by logging onto your website account with BRF at <http://booking.brf.com.sg/>.
4. Once you have completed your Correction of Personal Data Request Form, you may email, mail or fax the completed form to our Data Protection Officer as follows:
  - a. By email: Please scan and email the completed form to [dpo@brf.com.sg](mailto:dpo@brf.com.sg).
  - b. By Post:  
Bintan Resort Ferries Pte Ltd  
3 HarbourFront Place  
#16-02 Harbourfront Tower Two  
Singapore 099254
  - c. By Fax : +65 6661 0244

You may also contact our Data Protection Officer via telephone at +65 6661 0230.

5. To process your request, the information in this form may need to be shared with third parties (eg service providers to BRF) or companies affiliated to BRF.
6. BRF may contact you during this time if more information is required to process your request.
7. BRF may refuse to comply with your request in the circumstances specified in Section 22 and the Sixth Schedule of the PDPA.
8. Please allow 30 days for your request to be processed by BRF and your records to be



**IMPORTANT:**

THIS CHANGE IS  
REQUIRED FOR AN UPCOMING  
JOURNEY ON [DATE]

**YOUR PARTICULARS**

Name (Dr/Mr/Mdm/Mrs/Miss)

Passport Number (please attach a copy of your Passport for verification):

Account Number (if applicable):

Contact Number:

Email address:

Personal data you are requesting to have corrected

<input type="checkbox"/> Name	<input type="checkbox"/> Date of Birth
<input type="checkbox"/> Gender	<input type="checkbox"/> Email address
<input type="checkbox"/> Telephone number	<input type="checkbox"/> Passport Number
<input type="checkbox"/> Address	<input type="checkbox"/> Passport Expiry Date

Please provide the corrected information

I declare and confirm that all information and supporting documents provided by me in connection with this Correction of Personal Data Request are true, accurate and complete. I understand that it will be necessary for BRF to verify my identity and that BRF may contact me for more information in order to correct the personal data requested. I consent to the collection, use and disclosure of the personal data that I have provided in this Form for the purpose of complying with my correction request.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date