



**POLICE & CRIME
COMMISSIONER**
for Leicester, Leicestershire & Rutland
Your Communities - Your Commissioner

Our ref: PB/00752/21

Date: 26 August 2021

Name: Ms Diane Jennifer Clarke

Email: request-785099-2b211387@whatdotheyknow.com

Dear Ms Clarke,

Thank you for your e-mail received on 24 August 2021.

The correct process to request information about yourself from a Public Authority is to submit a Subject Access Request under the Data Protection Act 2018.

In line with the Data Protection Act 2018, I am unable to process your application(s) until: -

- We receive two photocopies of identification such as a driving licence, birth certificate, passport or medical card, clearly showing the applicants name, address and date of birth.

Please return the identification documents to the following address:

Office of the Police and Crime Commissioner
Police Headquarters
St Johns
Enderby
Leicestershire
LE19 2BX

Alternatively, please email a copy to the following e-mail address:

Police.Commissioner@leics.pcc.pnn.gov.uk

Yours sincerely,

Nupur Chamund
Casework Officer