



**FINSEIL LIMITED**  
**REQUEST FOR RECTIFICATION OF PERSONAL DATA**

The Kenya Data Protection Act, 2019 grants you the right to request for the correction or update of your personal data if it is inaccurate, outdated, or incomplete. Please complete this form and email a scanned copy, along with a valid copy of your National ID/Passport and **any supporting documents proving the correct data**, to [info@finseil.ltd](mailto:info@finseil.ltd).

**1. DATA SUBJECT DETAILS.**

Please provide your details so we can accurately identify your records:

**Full Name:** \_\_\_\_\_

**ID / Passport Number:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Physical Address** \_\_\_\_\_

**Loan / Account Reference Number (if applicable):** \_\_\_\_\_

**2. DETAILS OF DATA TO BE RECTIFIED.**

Please specify clearly what information is currently incorrect in our systems and what the correct information should be.

- **Data field to be changed** (*e.g., Phone Number, Surname, Physical Address*):

\_\_\_\_\_

- **Current Information** (*Inaccurate/Outdated*):

\_\_\_\_\_

- **Correct Information** (*New/Updated*):

\_\_\_\_\_





**3. SUPPORTING EVIDENCE.**

To protect your account from fraud, Finseil Limited requires proof of the requested change. Please list the documents you have attached to support this rectification (e.g., *Marriage Certificate, Utility Bill, Official Name Change Deed*):

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**4. DECLARATION AND IMPORTANT NOTICE.**

I confirm that I am the data subject named above and that the new information provided is true and accurate. I understand and acknowledge that:

- Finseil Limited reserves the right to verify the authenticity of the supporting documents before making any changes to my profile.
- Financial Disputes: This form is strictly for updating factual personal information (e.g., contact details, name). It cannot be used to unilaterally alter loan balances, transaction histories, or internal credit scores. Any disputes regarding loan accounting must go through our standard customer service dispute resolution process.
- Finseil Limited will process this request and update the data within fourteen (14) days of receiving valid proof.

**Data Subject Signature:** \_\_\_\_\_  
**Date (DD/MM/YYYY):** \_\_\_\_\_

**FOR INTERNAL USE ONLY (FINSEIL LIMITED):**

**Date Request Received:** \_\_\_\_\_

**Identity Verified By (Name/Sign):** \_\_\_\_\_

**Action Taken/ Decision (Approved / Denied / Partial):** \_\_\_\_\_

**Reason if Denied / Restricted:** \_\_\_\_\_

**Date Completed / Customer Notified:** \_\_\_\_\_

**Processed By (DPO/ Manager):** \_\_\_\_\_

