

Log Data Request Form

Use this form to request information about who has accessed or received your data and why. You can obtain log data covering up to two years before the date of your request. Requests for older data may be considered if a special reason is provided. You will receive a response within two months of the request's receipt.

1. Information about the requester

First Name(s)*		Last Name*	
Previous name(s) (if applicable)			
Personal identity code*		Phone number*	
Email address		Street address	
Postal code		City/town	

2. Type of request*

<p>I am requesting my own log data</p> <p>I am a guardian, legal representative, or authorized representative requesting data on behalf of a minor, a person under my legal guardianship, or someone I represent. (Please attach a valid power of attorney.)</p>
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3. If you are requesting information on behalf of someone else, please provide their details

Full Name	Personal identity code
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4. Time period of the request*

I am requesting log data for the following period	
From (dd.mm.yyyy):	To (dd.mm.yyyy):

5. Specifics of the request

<p>Please specify the service(s) related to the logs (e.g., child welfare, substance abuse services, psychiatry, healthcare, oral healthcare)*</p>
<p>Other details; for example, you may later inquire about the grounds for using or disclosing this data after you have received the logs.</p>

6. Municipality where you have received the service your request concerns*

Esbo	Ingå	Kauniainen	Lohja	Siuntio
Hanko	Karkkila	Kirkkonummi	Raseborg	Vihti

7. Attachments (leave blank if none)

This request includes the following attachments or additional documentation

8. Other information

Additional details related to the request

9. Preferred delivery method*

Sent by post

By secure email to the email address I have provided.

I will pick up the documents at the Registry Office (Tekniikantie 15, 01250 Espoo). Please provide your email address or phone number. You will be contacted when the documents are ready for pickup.

10. Filled in by the recipient

Date received	Recipient's name
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11. Henkilöllisyys tarkastettu

Driver's licence	Identity card, official	Passport
Other, please specify:		

Instructions

Fields marked with an asterisk (*) are required.

You can submit the completed form to the Western Uusimaa Wellbeing Services County Registry Office by mail, via secure email, or by delivering it in person.

When sending a letter or using the Turvaposti secure email system, please include the following information in your request:

- Your full name
- Your personal identity code
- A precise description of the information you're seeking and the time frame it encompasses.
- The municipality where you received the service related to your request. Providing as many details as possible is important for data retrieval because the wellbeing services county maintains dozens of information systems and paper archives at various locations.

Submitting the form by post:

If you mail your form by post, we cannot verify your identity beforehand. In that case, we will send the requested information by mail to the address listed in the Population Information System, or you may pick it up in person at the Registry Office after showing proof of identity.

Postal address for the Registry Office:

Kirjaamo PL 33, 02033 Länsi-Uudenmaan hyvinvointialue

Submitting the form via secure email (Turvaposti):

If you submit the form by secure email (Turvaposti), we cannot verify your identity beforehand.

In that case, we will send the requested information by mail to the address listed in the Population Information System, or you may pick it up in person at the Registry Office after showing proof of identity.

Instructions for sending secure email are available on this webpage:

<https://www.luvn.fi/en/our-client/customer-service/turvaposti-secure-email-system>

Submitting the form in person:

If you prefer to deliver the form in person, please call us first at 029 151 5835 to schedule an appointment. By scheduling an appointment, you can ensure that an employee at the Registry Office has time to process your inquiry at your chosen time. We will verify your identity when you submit the form.

Registry Office Visit Address:

Tekniikantie 15, 02150 Espoo