

【ANA】 Form for Requesting Access

<For EEA/UK Residents >

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://ana-support.my.site.com/enjp/s/atmint-en?cc=jp>

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

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

Information for the Person to Whom Access 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 Access			
(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.)		

Details of Access Request

Please make sure to fill in all necessary information to verify the details of the access request.

☐ Reservation and boarding information

If you request access of your reservation and boarding information, please fill in the information below to verify your information. If you request access of your reservation/boarding information for more than two flights, please provide your reservation/boarding information on a separate sheet and submit the request form with it. Please note that we may contact you if the scope of the request is broad.

(1) ①Reservation name of passenger : _____

②Flight Number : NH _____ ③Date: ____ / ____ / ____ ④Sector : _____ ~

(2) ①Reservation name of passenger : _____

②Flight Number : NH _____ ③Date: ____ / ____ / ____ ④Sector : _____ ~

☐ Information related to ANA Mileage Club

ANA Number											
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Please specify the details of the information you are requesting to be accessed. Please note that there will be a service charge per request for access.

If the inquiry is regarding mileage accrual history, please note that we are able to verify transactions within the past 36 months.

Transaction History	Access Topic		Details of your request	
	(Ex.)Mileage History	Account	Details of the miles accrued between MM/DD/20XX to MM/DD/20XX	

Registered Information	Access Topic		Details of your request	
	(Ex.)Phone Number		Phone number registered with ANA Mileage Club	

☐ Others (In the case of access requests other than the above, please describe the details.)

For general inquiries such as reviewing your reservation and/or boarding information, you can obtain more details free of charge on our website at www.ana.co.jp or from our ANA Call Centers. You can also review your registered ANA Mileage Club member information on the ANA website or at the telephone counter (ANA Mileage Club Service Center).

Handling of ANA access request form

Documents obtained in connection with requests for access will be handled only to the extent necessary to respond to requests for access, etc., in accordance with the ANA Privacy Policy. The ANA Privacy Policy can be found at the following link:

<https://www.ana.co.jp/www/privacy/e/ana.html>

If we decide not to access the requested information, we will notify you to that effect and the reason for the non-access.

- Required item is missing.
- Verification is not possible.
- Item requested to be accessed does not correspond to the retained data.
- Access may have a serious impact on the proper performance of our business operations.
- Access violates other laws.
- Life, health, property or other rights and interests of the individual or third parties may be harmed.

■ For official use by ANA

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