【ANA】Form for Requesting Disclosure

Request Date:　　/　　/

<How to apply>

Please fill out this request form and submit it as follows

1. **If you wish to receive a response by mail**

   Please send this request form together with identification documents (if the request is made by a representative, identification documents of the representative are also required) to our office below. (Postage stamps required)

   Personal Information Handling Desk
   All Nippon Airways Co., Ltd.
   1-331-90, Kaminoshima-cho, Nagasaki-shi, Nagasaki, Japan, 850-0078

2. **If you wish to receive a response in electronic file format**

   Please enter the required information on this form (https://ana-support.my.site.com/enjp/s/atmint-en?cc=jp), then upload the request form and identification documents (if the request is made by a representative, identification documents of the representative are also required)

*We do not accept applications at ANA counters or in-flight.

*If you wish to request disclosure by a method other than mail or electronic file format, please indicate your preferred disclosure method in the “Others” column. Please note, however, that there may be cases in which it is difficult to disclose by the specified method.

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

Information for the Person to Whom Disclosure 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: Driver's License, Passport, Individual Number Card (front side only), Physical Disability Certificate, Resident Card		

Information of the Person Requesting Disclosure (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: Driver's License, Passport, Individual Number Card (front side only), Physical Disability Certificate, Resident Card)		

Details of Disclosure Request

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

☐ Reservation and boarding information

If you request disclosure of your reservation and boarding information, please fill in the information below to verify your information. If you request disclosure 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												

Please specify the details of the information you are requesting to be disclosed. Please note that there will be a service charge per request for disclosure.
If the inquiry is regarding mileage accrual history, please note that we are able to verify transactions within the past 36 months.

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

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

☐ Others (In the case of disclosure 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 disclosure request form

Documents obtained in connection with requests for disclosure will be handled only to the extent necessary to respond to requests for disclosure, etc., in accordance with the ANA Privacy Policy. The ANA Privacy Policy can be found at the following link:
https://www.ana.co.jp/wws/privacy/e/ana.html

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

・Required item is missing.
・Verification is not possible.
・Item requested to be disclosed does not correspond to the retained data.
・Disclosure may have a serious impact on the proper performance of our business operations.
・Disclosure 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	