

## Data Privacy Complaint Form

This form may be used to submit complaints about Ceridian's data privacy program or practices. If you are an employee of a Ceridian client and have a complaint about your employer's practices, please contact your employer directly.

**Please note:** Ceridian is required to notify its clients of any employee complaints received.

### What you need to know:

1. If sufficient information is not provided, Ceridian may not be able to fulfill requests.
2. A response to requests containing sufficient information will be provided within 30 days of receipt or in accordance with applicable privacy legislation.
3. Ceridian may contact you as indicated on the form to validate your identity or clarify complaints.
4. EU Individuals have a right to submit a complaint directly to the applicable Data Protection Authority.
5. Complaint Forms may be mailed to Ceridian's Privacy Office: 3311 E. Old Shakopee Road, Minneapolis, MN 55425, USA.
6. Please DO NOT list sensitive personal data in the space available.

<b>Last Name:</b>	<b>Legal First Name:</b>
<b>Mailing Address:</b>	<b>City:</b>
<b>Zip code/Postal Code:</b>	<b>Country:</b>
<b>Telephone Number:</b>	<b>E-mail:</b>

### What is your relation to Ceridian?

Ceridian Employee

Employee Number

Former Ceridian Employee

Contractor

Client

Prospective Client

Other

If other, please indicate relationship

### Preferred method of contact if clarification is required:

E-mail

Telephone



**Please provide a detailed description of your complaint:**