

Request for Cessation of Personal Information Use

Year / month / day

To: Topcon Corporation, Messrs
(CC :The entire company help desk for personal information protection)

Address:

Name:

Contact: tel.

Pursuant to the provision of the 35th article of Personal Information Protection Law, I would like to request the utilization cease of personal information as follows.

Personal information concerning request:

Requested items:

- Cessation of use
- Erase
- Cessation of disclosing to the third parties

Requested contents:

Reason for request:

- Personal information is not legally obtained
- Personal information is used beyond the range of the utilization purpose
- Personal information is provided to third party without consent and exceptional reason does not apply
- Personal information is provided to third party in a foreign country without consent
- Topcon no longer needs to use the personal information
- There is a risk of leakage, loss, or damage
- My rights and interests may be harmed
- Others

Remarks:

1. When you apply for personal information disclosure, please enclose the documents necessary for identification such as a photocopy of driver's license and others. Also when your legal representative applies, please enclose the documents proving his qualification.
2. When your legal representative applies, please specify his name, address and, also distinction of a minor or adult's ward in the upper part of your name and address.

Identification of Applicant: (One photocopy of following documents)

- Driver's license Passport* Health insurance card* Pension card *
- Residence card or Special permanent resident certificate

*Certificate of residence is required additionally.