

NOTIFICATION ABOUT AN EXTRA RESIDENT

Use this form to notify the Digital and Population Data Services Agency about an extra resident registered in your apartment. Please return this form by post to the Digital and Population Data Services Agency, P.O. Box 1003, FI-00531 Helsinki.



NOTIFIER

Forenames	Surname		
Address		Personal identity code	
E-mail (I agree that any relevant messages and decisions can be sent by e-mail to this address.)		Telephone number	

APARTMENT INFORMATION

I am notifying that at this address:
Street address

Postal code	Locality	Municipality
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I am the apartment's
 tenant owner/shareholder owner's representative

RESIDENTS OF THE APARTMENT

Number of residents:

The following person(s) reside(s) in the apartment (if necessary, continue in the "Additional information" section):

Forename	Surname	Personal identity code

PERSON(S) WHO DOES/DO NOT RESIDE IN THE APARTMENT (IF KNOWN)

Forename	Surname	E-mail	Telephone number

ADDITIONAL INFORMATION

DATE, PLACE AND SIGNATURE

Date (place and time)	Signature and name in capital letters
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For additional information on processing times: www.dvv.fi/en/-/processing-times-of-customers-applications-and-other-requests.
 You can check the number of residents in the apartment at: www.suomi.fi/your-data/personal-data.

Privacy statement

The controllers for the Population Information System are the Digital and Population Data Services Agency and the State Department of Åland. The switchboard number of the Digital and Population Data Services Agency is +358 295 536 000. The email address for the registry office is kirjaamo@dvv.fi. For more specific contact information, visit our website at dvv.fi/en/contact. The contact information for the State Department of Åland can be found at ambetsverket.ax (in Swedish).

Why is my personal data collected?

The information you enter on the form is entered into the Population Information System. The Population Information System is maintained to facilitate, implement and ensure society's functions and information services as well as the rights and obligations of its members. The maintenance of the Population Information System is a statutory task of the Digital and Population Data Services Agency. For more information on the processing of personal data related to the Population Information System please see dvv.fi/en/pis-privacy-statement.

How long will my personal data be retained?

As a rule, the personal data entered in the Population Information System is stored permanently.

Will my personal data be disclosed to others?

Disclosure of data in the Population Information System is regulated by legislation. Personal data is disclosed to central and local government authorities for the purpose of carrying out their duties. Personal data may also be disclosed to individuals and entities where they need information to fulfil their rights or obligations, as well as for direct marketing, opinion and market research, address services, customer register updating, historical or scientific research or other similar purposes.

What are my rights?

You have the right to inspect and correct the data that pertains to you and is stored in the Population Information System free of charge. You can inspect and correct your data at dvv.fi/en/check-your-own-personal-details, by visiting our service location in person or by contacting the Digital and Population Data Services Agency. You can also prohibit the disclosure of your personal data for direct marketing, opinion and market research, customer register updating, public registers or genealogical research. You also have the right to prohibit the disclosure of your contact information as part of a contact information or address service or other similar data service. You can prohibit the disclosure of data at dvv.fi/tietojen-luovuttamisen-kieltaminen (in Finnish) or by notifying the Digital and Population Data Services Agency of the matter.

If you would like to ask about the processing of your personal data, you can contact the Digital and Population Data Services Agency's Data Protection Officer by email at tietosuoja@dvv.fi.

If you believe that your personal data has been unlawfully processed, you have the right to lodge a complaint with the Office of the Data Protection Ombudsman. The contact details for the Office of the Data Protection Ombudsman are listed on the Office of the Data Protection Ombudsman website at tietosuoja.fi/en/home.