

Personal Data Request Instruction

The request must be written in English.

Please provide the following information in your request:

ABOUT YOU:

- Your full name, passport or ID card number;
- Your complete contact address, telephone number so that we can contact you about the request; and
- E-mail address where correspondence will be sent.

ABOUT YOUR REQUEST:

- Please describe the type of request and specify the type of data you would like to be included in the report. (Please provide as much detail as possible.)
- Please provide details that help us to locate the information concerning to the subject of your request, for example
 - Booking reference or flight number and date of travel;
 - Ticket number;
 - Check-in information (e.g. seat number, bag tag number);
 - ROP number;
 - ROH reference.
- You may be charged at a reasonable fee if necessary, e.g. the requests are manifestly excessive, etc.

ABOUT YOUR IDENTIFICATION DOCUMENTS:

You must provide:

- a photocopy of your passport or ID card with signature and date of request;
- an approval of parent or legal guardian if the request is for children under 16 years old.

WHERE TO SEND YOUR REQUEST:

- Please email your request including your complete identification documents to:
 - eu.representative@thaiairways.com for who are in the EU/EEA.
 - privacy@thaiairways.com for others.

To learn more about your rights, please read our Privacy Notice at https://www.thaiairways.com/en/terms_of_use/privacy_policy.page

