

Data Access Authorization Form

The **data access authorization form** sample provides a structured template to grant permissions for accessing sensitive information. This form ensures compliance with data privacy regulations by clearly defining user roles and access levels. It is essential for maintaining security and accountability in data management processes.

1. Requestor Information

Name	<div></div>
Department	<div></div>
Email	<div></div>
Phone	<div></div>

2. Data Access Details

Type of Data Requested	<div></div>
Reason for Access	<div></div>
Access Level Requested	<div><input type="checkbox"/> Read <input type="checkbox"/> Write <input type="checkbox"/> Admin</div>
Duration of Access	<div>From: <div></div> To: <div></div></div>

3. Approvals

Manager/Supervisor Name	<div></div>
Signature	<div></div>
Date	<div></div>
Data Owner/Administrator Name	<div></div>
Signature	<div></div>
Date	<div></div>

4. Terms & Conditions

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- Access to data is granted for the specified duration and purpose only.
 - The requestor must comply with all applicable data privacy and security policies.
 - Unauthorized sharing or misuse of data will result in disciplinary actions.
 - All access is subject to logging and periodic review.

5. Acknowledgment

☐ I acknowledge that I have read, understood, and agree to the above terms and conditions.

Signature: _____ Date: _____