Form for Personal Information Requests

INSTRUCTIONS TO CONSUMER: This form is to be used for submitting a "Request to Know" or "Request to Delete."

Upon completion, please submit the form using one of the two methods outlined below. Members or others who have a relationship with Connexus may alternatively submit a request by calling 800.845.5025.

1. Mail to Connexus Credit Union, P.O. Box 8026, Wausau, WI 54402-8026.
2. In-person submission at any Connexus Credit Union branch.

Last Name: First Name:

Middle Initial: Suffix: Mailing Address:

City: State: Zip:

Email: Telephone:

- If you are an agent requesting on someone else's behalf, please provide a separate written and signed permission statement authorizing you to do so.
- If the request is for an individual under the age of 13, please describe your relationship:
- If the request is for household information, please have each member submit a separate request.

Nature of Relationship with Connexus

1. Do you or did you have a relationship with Connexus? This includes, for example, current and former members, persons who have applied for membership, beneficiaries, account holders, and authorized users.

        Yes   No

2. If you selected "Yes" and you have a Member Number, please provide it:

We will mail the response to the address on file if you have a relationship with Connexus, or the one provided above if not.

Type of Request (Select Only One)

   I want to know personal information that has been collected or shared. I would like to receive this by (check one):

      The mailing address provided above.   The email address provided above.

   I want to delete the personal information you have about me (exceptions may apply).

We will process your "Request to Know" and provide a written response within 45 days. If we need additional time, we will contact you in the manner specified above.

Signature: Date:

For Connexus Credit Union Internal Use Only

Request received by: Date received:

   Identity Verified (Indicate method below)   Unable to Verify Identity

Identification Method: