**Application form**

**for a guided tour at the Saeima**

**Name of organisation, institution, group, educational institution (class, study year):**

**.........................................................................................................................................................................................**

**Preferred date and time of the visit: ...................................................................................................... ....................**

**Name, surname and phone number of the group leader:..........................................................................................**

**Group leader hereby confirms that adults and legal representatives/guardians of minors have consented to the processing of personal data**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Surname \*** | **Name** | **ID number** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |
| 6 |  |  |  |
| 7 |  |  |  |
| 8 |  |  |  |
| 9 |  |  |  |
| 10 |  |  |  |
| 11 |  |  |  |
| 12 |  |  |  |
| 13 |  |  |  |
| 14 |  |  |  |
| 15 |  |  |  |
| 16 |  |  |  |
| 17 |  |  |  |
| 18 |  |  |  |
| 19 |  |  |  |
| 20 |  |  |  |
| 21 |  |  |  |
| 22 |  |  |  |
| 23 |  |  |  |
| 24 |  |  |  |
| 25 |  |  |  |

\* Please list visitors in alphabetical order.

Children and youth under the age of 18 visiting the Saeima must be accompanied by an adult.

Please send the completed form to the e-mail address [ekskursijas@saeima.lv](mailto:ekskursijas@saeima.lv). Should you have any questions, please call +371 67087380 or contact us via e-mail: [ekskursijas@saeima.lv](mailto:ekskursijas@saeima.lv).

*The personal data controller is the Saeima of the Republic of Latvia (hereinafter – the Saeima), taxpayer registration code: LV 90000028300, Jēkaba iela 11, Riga, LV-1811. Contact details of data protection officer at the Saeima:* [*datuaizsardziba@saeima.lv*](mailto:datuaizsardziba@saeima.lv)*. The purpose of data processing is to ensure the implementation of security measures for entering the premises of the Saeima as provided for in the decisions of the Presidium of the Saeima and in external regulations.*

*For detailed information on personal data processing at the Saeima, please visit* [*https://saeima.lv/datu-apstrade/*](https://saeima.lv/datu-apstrade/)