

Generic request

You can only submit this form if you are an individual and there is no specific form for the procedure you wish to carry out.

Details of natural person

Name and surname(s)

ID number (NIF/NIE)

Landline number

Mobile number

Email address

Mailing address

Town/City

Postcode

Reason for request

Subject

Outline/Brief description:

Request:

Who it is addressed to

Indicate the Ministry or public organisation of the Generalitat de Catalunya to which your request is addressed. If you do not know, give the general area or topic to which it is related.

Recipient organisation

Area/Topic



Attached documentation

I hereto attach the following documentation:

If you provide any document related to a file in progress, please quote the file number or its reference.

Notification and contact details of natural person

Name and surname(s)

ID number (NIF/NIE)

Landline number*

Mobile number*

Email address*

Mailing address

Town/City

Postcode

*(Give at least one means of contact.)

☐ I wish to communicate electronically. (This preference includes both your correspondence with the authorities and notifications of the administrative procedures related to this request. If you do not check the box, you will receive notifications in paper format at the address given on this form.)

Place and date

Signature of person making the request

Basic information on data protection

Processing: gencat services and procedures.

Data controller: Directorate General for Citizen Attention.

Recipients: ministries of the Government of Catalonia and the associated entities that report to it for the management of the different public services, and processing managers who provide ICT services.

Rights: to request access, rectification or erasure of the data, and the restriction or opposition of its treatment. To exercise these rights, further information on the Ministry of the Presidency website.

Additional information: https://presidencia.gencat.cat/ca/el_departament/proteccio-dades/informacio-detallada-tractaments/llistat-alfabetic/120-serveis-tramits.

Furthermore, depending on the scope of your request, the recipient unit will inform you about the specific data processing to which your personal data will be subject and will indicate who the controller is, the purpose of the processing and an e-mail address to which you may write for additional information.
