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**Re: Data Subject Access Request - Mr Steven Martin**

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From Archive Enquiries <Archive.Enquiries@onfife.com>

Date Mon 2026-04-27 2:40 PM

To MMA Legal <evidence@mmalegal.co.uk>

Dear MMA Legal

Thank you for contacting us. It is the Information Requests Team who are able to help you with this and any other subject access requests. Please contact them direct at [Information.Requests@fife.gov.uk](mailto:Information.Requests@fife.gov.uk)

Kind Regards  
Andrew

Andrew Dowsey, Archives & Local Studies Manager

**[ON at FIFE ARCHIVES](#)**

**Bankhead Central**

**Bankhead Park**

**Glenrothes**

**KY7 6GH**

**Tel. 01592 583352**



<http://www.onfife.com/>

Fife Cultural Trust (OnFife) Company limited by guarantee (incorporated in Scotland) Company Number: SC415704.  
Scottish Charity Number: SC043442 operating as OnFife.

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**From:** MMA Legal <evidence@mmalegal.co.uk>

**Sent:** 24 April 2026 10:43

**To:** Archive Enquiries <Archive.Enquiries@onfife.com>

**Subject:** Data Subject Access Request - Mr Steven Martin

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Subject: Data Subject Access Request under Article 15 UK GDPR and Section 45 DPA 2018

Client Name: Mr Steven Martin  
Client Address: 9 Headwell Avenue, KY12 0JX  
Client Reference: 100104  
Date of Birth: 30/08/1970  
Also Known As:  
Name in Care:

Dear Sir/Madam,

We act on behalf of the above-named individual who was placed in residential care at the institution(s) referenced below during the approximate period stated.

Approximate Dates of Placement:

- Ribleton in Glenrothes: 1981
- Geilsland in Beith: 1982

We submit this request under Article 15 of the UK General Data Protection Regulation and the Data Protection Act 2018.

We expect a response within the statutory one calendar month period. If you require an extension, please confirm this in writing with full justification.

Please find the enclosed request.

We thank you for your assistance in this matter.

Yours faithfully,

Investigations Team  
MMA Legal  
E: [evidence@mmalegal.co.uk](mailto:evidence@mmalegal.co.uk)  
T: 0161 563 0816

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Company Number SC415704 / A Scottish Charity: charity number SC043442

Registered office, Iona House, John Smith Business Park, Grantsmuir Road, Kirkcaldy, Fife, KY2 6NA

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