

The Surgery, Newtownards

Date 19/08/2026

1 Church Street

Newtownards

BT234FH

Our Ref: DSAR-20260819-496021

Client Ref: 101090

Subject: Data Subject Access Request - Full GP Medical Records - Our Reference:101090

Client Name: Mr Derek Wallace

Client Reference: 101090

Client Address: 18 Penrhyn Park, Newtownards, County Down, Northern Ireland, BT23 8JW

Date of Birth: 13/05/1972

Name in Care:

Previous Address: 36 Crammond Place, North Muirton, Perth, PH1 3BN

NHS Number:

Dear Sir/Madam,

We act on behalf of the above-named individual and submit this request under Article 15 of the UK General Data Protection Regulation and the Data Protection Act 2018.

Scope of Request

We request a complete copy of the patient's full medical records, including all data held in electronic, paper, and archived formats.

This specifically includes:

Full GP records (not a summary printout)

Consultation notes and free-text entries

Historical paper records (including Lloyd George records where applicable)

Coded clinical data

Correspondence to and from hospitals, specialists, and external providers

Mental health records held within the GP file

Safeguarding concerns or alerts

Referral records and outcomes

Medication and prescription history
Any scanned documents or attachments

Format Requirement

We require a full record extract, not a patient summary or abbreviated report.

Where possible, please provide a complete system export including consultation notes and attachments.

Historical Records

Please ensure searches include:
Archived and legacy systems
Paper and scanned records
Records transferred from previous GP practices

Enclosures

We enclose:
Signed authority
Proof of identity

Should you require any further information to process this request, please advise promptly.

Statutory Timeframe

We expect a response within one calendar month. If an extension is required, please confirm with reasons in writing.

Non-Holding of Data

If you do not hold a complete record, please confirm:
The dates of records held
Details of any previous GP practices

Service of Documents

We only accept service of documents via email at evidence@mmalegal.co.uk. Should you for any reason be unable to send documents to the above email, please notify us via the same email imminently.

Yours faithfully,

James Taylor
Investigations Team
INS Law
E: evidence@inslaw.co.uk
T: +441618880834



HM Revenue
& Customs

Pay As You Earn and
HM Revenue and Customs
BX9 1BX

Mr D W Wallace
18 Penrhyn Park
NEWTOWNARDS
BT23 5JW

999H9TGAG00001
0002171304



Phone 0300 200 33
8:00 - 18:00

Web www.gov.uk

Date 30 June 2026
NI number NY129137D
UTR 1414892714

Dear Mr Wallace

You're exempt from Making Tax Digital for Income Tax

Thank you for your exemption application which we received on 17 June 2026.

You stated that you should be exempt from Making Tax Digital for Income Tax because:

- of your disability and/or health
- of your digital capability

We've reviewed your application using the information you gave us.

Our decision

We can confirm that you meet the conditions to be digitally excluded from 6 April 2026 onwards. You meet these conditions under paragraph 14(4) of Schedule A1 to the Tax Management Act 1970.

You don't need to use Making Tax Digital for Income Tax unless your circumstances change.

What you need to do now

Please continue to submit annual Self Assessment tax returns using the same method you do now. We'll send you a notice to file in due course.

If there's a change in circumstances

If your circumstances change, you must tell us within 3 months of the date the change happens. You must also tell us the reason why the change means Making Tax Digital for Income Tax no longer applies. Our contact details are at the top of this letter.

If your health or personal circumstances make it difficult for you to deal with us, please tell us. We're here to help. Please contact us or go to GOV.UK and search 'get help from HMRC'. Text Relay service prefix number – 18001

ITSADE1

HMRC01_1_1/789411_30062010002/1/0000101021



Letter of Authority

Authorisation to Act in Relation to Data Subject Access Requests

Full Name	Derek Wallace
Date of Birth	13/05/1972
Previous Names (if any)	
Current Address	18 Penrhyn Park Newtownards County Down, Northern Ireland BT23 8JW
Previous Address (relevant to care placements)	36 Crammond Place North Muirton Perth PH13BN
Mothers Name:	Senga Grant(Wallace)
Fathers Name:	Ian Grant (step father)

Authorised Representative

Firm Name	INS Law
Address	Building B, 23 Goodlass Road, Speke, Liverpool, England, L24 9HJ
Email	evidence@inslaw.co.uk
Telephone	0161 888 0830
Matter Reference	101090

Dear Sir/Madam,

I, Derek Wallace , confirm that I have instructed INS Law to act on my behalf in relation to the exercise of my data protection rights, including my right of access under the UK General Data Protection Regulations and the Data Protection Act 2018. This authority is provided specifically in relation to my application to The Scottish Redress Scheme, providing authority to INS Law to obtain any and all information they deem necessary to progress my application.

I authorise INS Law, including its partners, directions, employees, consultants, agents, and authorised representatives, to:

1. Prepare, submit, and pursue Data Subject Access Requests on my behalf;
2. Correspond with you and communicate with you on my behalf in relation to any Data Subject Access Request or associated data protection matter;
3. Request confirmation as to whether you process my personal data;
4. Request access to, and copies of, my personal data and any supplementary information to which I am entitled under applicable data protection law;
5. Request information concerning the purposes of processing, categories of personal data processed, recipients or categories of recipients, retention periods, sources of data, and any automated decision-making or profiling, where applicable;
6. Provide, confirm, or clarify information reasonably required to identify me and locate my personal data;
7. Receive correspondence, disclosures, copies of personal data, explanations, schedules, electronic files, paper records, and any other response or material provided in connection with the request;
8. Correspondence with you regarding the scope, timing, format, completeness, or adequacy of any response;
9. Raise queries, challenge omissions, request clarification, request further searches, and pursue follow-up correspondence where necessary; and
10. Where appropriate, assist me in making complaints or representations to the Information Commissioner's Office or in taking any further steps arising from your response or failure to respond.

This authority applies to personal data held by you in any form, including paper records, electronic records, correspondence notes, call recordings, account records, internal records, case files, databases, emails, messages, audio recordings, CCTV footage, and any other records containing my personal data.

This authority extends to all personal data concerning me that you hold.

I request all correspondence and disclosure materials relating to any Data Subject Access Request be sent directly to INS Law using the contact details above, quoting reference

I further authorise INS Law to disclose any records, personal data, special category personal data, witness statements and application materials obtained on my behalf to independent Scottish solicitors or legal advisers where reasonably required for the purpose of advising me on any offer, award, review, reconsideration or statutory waiver under the Scottish Redress Scheme.

This authority remains valid from the date of signature, unless revoked by me in writing.

Signature	
Print Name	Derek Wallace
Date	14/07/2026

Certificate of Authenticity

Fintrixor — electronic signature record



Certificate ID	01KXG6M60D960570T6696EEZD0
Document ID	01KXG64A9W124WPKD381HEQP2T
SHA-256 Document Hash	77aa13ab4347e10d1dc4c6353d62def2444e82f7e8244e8efaa9ee62c7f14cf5
Recipient Name	Mr Derek Wallace
Recipient Email	deekwallace@googlemail.com
Signing Timestamp (UTC)	2026-07-14 11:36:32
IP Address	81.108.17.185
Browser	Chrome on Android

Signing Consent & Review

Document opened	2026-07-14 11:28:05 UTC
Document reviewed (scrolled through)	2026-07-14 11:34:30 UTC
Consent confirmed	2026-07-14 11:36:32 UTC from 81.108.17.185

Statement confirmed: "I confirm that my electronic signature is legally binding and has the same legal effect as a handwritten signature."

Audit Trail

Event	Timestamp (UTC)	IP Address	Browser
Document created	2026-07-14 11:27:53	45.145.101.64	Unknown browser
Document sent to recipient	2026-07-14 11:27:59	45.145.101.64	Unknown browser
Document opened by recipient	2026-07-14 11:28:05	66.249.81.160	Chrome
Document opened by recipient	2026-07-14 11:28:20	74.125.210.107	Chrome
Document opened by recipient	2026-07-14 11:32:34	81.108.17.185	Chrome
Document reviewed (scrolled through)	2026-07-14 11:34:30	81.108.17.185	Chrome
Legally-binding consent confirmed	2026-07-14 11:36:32	81.108.17.185	Chrome
Document signed	2026-07-14 11:36:32	81.108.17.185	Chrome

Verify this certificate at <https://esign.fintrixor.co.uk/verify/01KXG6M60D960570T6696EEZD0>