

Dear Valued Supplier,

As you are all aware as from the 25th May 2018 new GDPR regulations come into force. This means we have to inform you of the data we hold for you, how it is stored and how we use it. Listed below are the details which we hold for you. These are held on our database on a secure server in a secure locked office on our premises.

1. Name
2. Address
3. Telephone numbers and fax numbers
4. Mobile telephone numbers
5. Email address
6. Contact person(s) contact information
7. Payment details

I/We wish to opt out of our details being held by yourself in accordance with the relevant General Data Protection Regulations.

Sign:	
Print:	
Company:	
Date:	

Please return to:
DLP Services (Northern) Ltd
 54 Cobden Street
 Pendleton
 Salford
 M6 6WF

or email it to: info@dlpservices.com

Yours Sincerely,



Gary Warrington
Finance Director