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Company Reg No 7322511 VAT Reg No 138231821

Re: General Data Protection Regulation

Dear Customer,

You will no doubt be *aware* the General Data Protection Regulation (GDPR) applies from Friday 25th May this year. As part of our GDPR compliance implementation programme, we wanted to write to you to advise you of our updated Privacy Policy in which we explain how we use your personal information.

What's new with GDPR?

Whilst the law changes in reality this is an evolution of the existing laws and builds upon best practice. We have always strived to adopt best practice in relation to the collection, storage and processing of your personal data and will continue to do so. We take your privacy very seriously and adhere to the highest standards to protect your personal information.

What data do we hold and what do we do with it?

In essence nothing will change in the way in which we use your personal data. We collect data about you in relation to our dealings with you as a customer, so we may provide goods and services to you, manage your invoicing and tell you more about our products and services. If you would like to find out more about the (GDPR) and the way, we do with it then you may wish to read the

*Overview of the General Data Protection Regulation (GDPR)

<https://ico.org.uk/media/for-organisations/data-protection-reform/overview-of-the-gdpr-1-13.pdf>

We will always take great care of your personal data giving it the respect and security it deserves. If you have any questions about how we collect, store and use your personal information, or if you have any other privacy-related questions, please contact us by email info@fmpmltd.co.uk

What happens next?

There is no need for you to take any action at this point **but if you no longer want to** receive news about our promotions and services, please email us at: info@fmpmltd.co.uk, quoting your **name** and account number [if applicable) to let us exclude you from our list.

Thank you for reading it and we hope you find this information useful.

Kind regards

F&M Property Management Ltd Chairman
M Maboudi

