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To whom it may concern

### GDPR – General Data Protection Regulation

The laws on data protection are changing on the 25<sup>th</sup> May 2018. As part of the new GDPR Legislation, anyone who receives emailed correspondence must previously agree to this.

Sawyerr/Peters Removals & Storage Ltd priority is to keep your data safe so we have therefore implemented some new practices to comply with the new GDPR laws.

The information held could include details such as your name, job title and the organization you work for, your home/company mailing address, email address and telephone numbers.

We may also currently hold bank payment details.

This information will only be used to send standard emails such as quotes/order queries /acknowledgments and occasional emails that are relevant to business transactions.

If you no longer want us to hold your information on file please notify us and we will address any queries you may have. Your data will only be used by Sawyer/Peters Removals & Storage Ltd and will not be passed on to any third party.

If this has been sent to the incorrect person or email address in your company, please could you pass this on to the relevant person or department.

Regards

Jon Peters  
Director

Incorporating,

**T. Sawyer Removals and Storage • Warwick Transport Removals • Proprietor: Mr J C Peters**  
removals • storage • shipping • domestic • commercial • office removals