



## GENERAL DATA PROTECTION REGULATIONS (GDPR) 25<sup>TH</sup> MAY 2018

As a customer of Utilities Direct Ltd, you will have provided certain company details which fall under the new GDPR legislation. This law replaces the Data Protection Act 1998

Here at Utilities Direct Ltd. We take your privacy seriously, and will only use your personal information to administer your account, and to provide the services you have requested from us.

However, from time to time we would like to contact you with details of other services and special offers, which we provide.

### **What do we do with this information**

Your company information is stored securely, both electronically, and through paper filing systems. As a company, we can demonstrate that we have procedures in place to ensure your data is not shared with third parties and that it is only used for legitimate business purposes.

### **What about payment information?**

As a customer you may have provided us with your company payment details. These are kept within our online banking facilities and accounts package, which are protected through a multi-layer of password security.

Utilities Direct Ltd will not share your company details with third parties. They are required for the sole use of a business relationship between our respective companies.

Should you wish for your data to be deleted, please contact us in writing, either by email,

[compliance@utltd.co.uk](mailto:compliance@utltd.co.uk)

Or by letter to our trading address.

### **Utilities Direct Ltd**

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Registered in England & Wales No. 6135623**

