



Please only consent to the below after reading the attached VMSUK GDPR policy sheet.

We do not share any of the following details with marketing of any kind. These details remain within the EU at all times and are on our secure and encrypted on site systems so we can provide accurate invoicing and the highest standard of technical support.

Times company information may be passed on include emails to yourself the customer containing these details and postal invoicing.

All outgoing emails to customers are to be scanned by Kaspersky firewall to be free from malware.

Customer information including invoicing may be passed on to our retained accountants, Hill & Co accountants 106-116 Holme Lane, Sheffield. Their privacy and data management policy can be found at the following URL. <http://www.hillandcoaccountants.com/legal/privacy.php>

Any information provided to VMSuk is retained digitally at the property of VMSuk Copiers, 126 Holme Lane, Sheffield, S6 4JW. This information is stored within an encrypted drive and is only accessible by VMSUK staff at the above address. Any details regarding accounts is stored password protected and encrypted within our in house accountancy package. All computers connected to the VMSuk network are maintained, up to date and running Kaspersky endpoint protection. Any computers and data within the above address are protected by 24hr monitored and recorded CCTV and a state of the art zonal alarm system that dials South Yorkshire police and our proprietor Mr Michael J Lane upon intrusion.

Any Breach or loss in data with be reported within 72 hours by appointed data protection officer Mr Matthew James Folger.

Part of the aim of GDPR is to remove the common practise of individuals or companies unscrupulously instructing yourself to tick boxes to sign away personal data, so reading the information attached and listed above and below is very important to ensure you are clear on our responsibilities and how your personal data will be processed, Identified, Managed and stored. Please sign below to consent to retention of the following details, these have been provided to us previously however your consent needs to be re-affirmed as per new EU guidelines.

I Consent to VMSuk possessing and storing: my name / Company name.

..... *Name* *Position* *Sign*

I Consent to VMSuk possessing and storing: my address / Company address.

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I Consent to VMSuk possessing and storing: my /Company telephone & Fax number(s)

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I Consent to VMSuk possessing and storing: Invoicing details, Invoices paid and to be paid.

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I Consent to VMSuk possessing and storing: personal / company Emails addresses

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Right to be forgotten: You have the right to erasure of all of the data retained by VMSUK. A request for this to be carried out can be submitted verbally using our business contact details. We are given one month to carry out your request. **THIS MAY SERVERLY IMPACT OUR ABILITY TO PROVIDE OUR SERVICES TO YOU.**