

Date: 30<sup>th</sup> April 2018

**To All Customers**

Our Ref: GDPR-30-04-18v2

Dear Sir / Madam,

**RE: European Union General Data Protection Regulation (GDPR)**

The legislation of the European Union's General Data Protection Regulation (GDPR) and its deadline of 25 May 2018 for compliance is fast approaching.

Akse Chemicals Ltd as a company are legally obliged to inform you that we currently hold your details within a secure database. The information we hold is purely for maintaining our trading relationship and general communication purposes. We do not share the information we hold with any third parties.

The information we hold is as follows: -

- a. Name and / or Company name / Trading Name
- b. Delivery Address / Invoice Address
- c. Contact Number
- d. Email Address
- e. Invoice Activity
- f. Customer or Site-Specific Order Details

If you require any further information, please do not hesitate to contact me on 01773 404405 or email [kent.martin@aksechemicals.com](mailto:kent.martin@aksechemicals.com)

Yours faithfully,



**Kent Martin**  
For Akse Chemicals Limited