



## SHALAM PACKAGING LIMITED

Pipps Hill Industrial Estate  
Bentalls,  
Basildon, Essex  
SS14 3BX  
Telephone: 08445 611566  
Fax Number: 08445 611533  
www.shalampackaging.com

Dear Customer/Supplier

The new General Data Protection Regulations (GDPR) comes into force on 25<sup>th</sup> May 2018.

At Shalam Packaging Ltd we take your privacy seriously so keeping your data safe is of utmost importance. Therefore, we have stringent controls in place to ensure all data is protected.

We hold various data on your organisation which may include:

Contact details – telephone numbers, email addresses, postal addresses. Company registration number and VAT number. Names and job titles of all contacts.

Bank details.

For customers we have the data from the credit application forms which include Director's names and trade references.

The above information is only used for business purposes to enable the smooth running of your account(s) with ourselves.

To comply with the new GDPR, we require your consent to us holding your data on file. Please reply to [hr@shalampackaging.com](mailto:hr@shalampackaging.com) but we understand you will be inundated with these letters. If you have not replied by 25<sup>th</sup> May 2018, we will assume your consent.

If you DO NOT consent or wish to check any data we hold, you will need to contact us before 25<sup>th</sup> May 2018 on [purchaseledger@shalampackaging.com](mailto:purchaseledger@shalampackaging.com) with a heading of data request.

Yours sincerely

Cobey Ben-Shushan

Managing Director

**Shalam Packaging Ltd**  
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