

James Johnson & Co Ltd



We are writing to you in relation to the changes in Data Protection Regulations which become active on 25th May 2018.

As a key part of our objectives, James Johnson & Co Ltd ensures all data is protected and are currently reviewing our procedures to ensure we are fully compliant with the new GDPR regulations.

We store information for various people within your organisation including, but not limited to, Buyers, Account Managers, Accounting Contacts, General Contacts and other personnel. This information could include details such as name, job title, the organisation they work for, mailing addresses, email addresses, telephone and fax numbers. As we pay all our suppliers by bank transfer, we also hold all company bank details, including account numbers, payment history, etc.

The above information is only used for business purposes, such as sending remittance advice, sales orders, invoices, statements and sales literature by email.

To comply with the new GDPR regulations, we require you to consent to us holding your data, please reply to this letter via Amy.Judson@james-johnson.co.uk if you DO NOT CONSENT, this also includes if you would like to change the method you are contacted.

Yours sincerely

Paul M Ridley
Managing Director