



LETTER OF BREACH TO ICO

Wording for letter to ICO in the event of a notifiable breach

Dear Sir/Madam

ICO Registration number: Z1116113

We write to advise you of a breach of the General Data Protection Regulations under Article 33 of the Regulations as follows:

Date of breach:

Nature of breach:

Possible effect of breach:

We are immediately looking to rectify the situation and to ensure this does not happen again

Yours faithfully