

# Data Protection Inquiry

To whom it may concern,

I am writing to inquire about your privacy policy and the measures you have in place to protect my personal data.

Specifically, I would appreciate information regarding the following:

- How my personal data is collected and used
- The legal basis for processing my data
- Data retention periods
- My rights regarding my personal data
- Any third parties with whom my data may be shared

Please send me the relevant documents and details at your earliest convenience. Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]