

GDPR Compliance Agreement

Date: _____

To:

[Freelancer's Name]
[Freelancer's Address]
[City, State, Zip Code]
[Email Address]

From:

[Your Name]
[Your Company Name]
[Your Address]
[City, State, Zip Code]
[Email Address]

Subject: GDPR Compliance Agreement

Dear [Freelancer's Name],

This GDPR Compliance Agreement outlines the terms under which you, as a freelancer, will process personal data on behalf of [Your Company Name]. By signing this agreement, you agree to adhere to the principles of the General Data Protection Regulation (GDPR).

1. Definitions

"Personal Data" refers to any information relating to an identified or identifiable natural person.

2. Compliance Responsibilities

You agree to:

- Process personal data only on our written instructions.
- Ensure that any personnel authorized to process personal data are bound by confidentiality.
- Implement appropriate technical and organizational measures to protect personal data.
- Notify us without undue delay after becoming aware of a personal data breach.
- Assist us in fulfilling our obligations under the GDPR, including data subject requests.

3. Data Retention

Upon completion of the services, you shall return or delete all personal data as instructed.

4. Term and Termination

This agreement shall remain in effect until the services are completed unless terminated by either party with written notice.

5. Governing Law

This agreement shall be governed by the laws of [Your Country].

By signing below, you agree to be bound by the terms of this GDPR Compliance Agreement.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Freelancer's Name]

Date: _____