

# Vendor Compliance with Data Protection Regulations

Date: [Insert Date]

To: [Vendor Name]

Address: [Vendor Address]

Dear [Vendor Contact Name],

We appreciate your partnership with [Your Company Name] and would like to confirm your compliance with applicable data protection regulations, including but not limited to GDPR, CCPA, and other relevant laws.

As part of our commitment to safeguarding personal data, we require our vendors to adhere to the following requirements:

- Implement necessary technical and organizational measures to protect personal data.
- Ensure all personnel processing personal data are adequately trained.
- Report any data breaches to [Your Company Name] within 72 hours.
- Sub-processors must also be compliant with data protection regulations.

Please provide a written confirmation of your compliance by [Insert Deadline]. Failure to comply may result in the reconsideration of our partnership.

Thank you for your attention to this important matter. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]