

Vendor Third-Party Data Sharing Practices

Date: [Insert Date]

To: [Vendor Name]

Address: [Vendor Address]

Dear [Vendor Contact Name],

We are writing to outline our expectations and requirements regarding the sharing of data with third parties in relation to our ongoing partnership. It is essential that all vendors adhere to our data sharing practices to ensure compliance with applicable laws and maintain the integrity of our data.

Data Sharing Practices:

1. All data shared with third parties must be authorized and documented.
2. Third parties must comply with applicable data protection regulations.
3. Regular audits must be conducted to ensure compliance at all levels.
4. Data shared should be minimal and only what is necessary for the specific purpose.
5. Confidentiality agreements must be in place with third parties accessing our data.

We appreciate your cooperation in adhering to these practices. Please confirm your understanding and agreement to these terms by [Insert Response Date].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]