

To Whom It May Concern

Re: GDPR

With the new GDPR law having commenced on 25th May 2018, Highfield Search LTD, require your consent to hold information specific to you on file. We at Highfield Search LTD are committed to protecting and respecting your privacy.

Examples of information we hold for you would be your name, postal address, email address, telephone numbers and Curriculum Vitae. If you work through Highfield Search LTD as a temporary worker we will hold your bank account details, proof of ID, proof of address, National Insurance Number and date of birth.

You have the right to ask for a copy of the information we hold about you and to have any inaccuracies in your information corrected.

Please respond by completing the consent below.

I give consent for personal details to be held by Highfield Search LTD.

I further give consent for these details to be used as necessary to enable Highfield Search LTD to fulfil their business commitments and responsibilities to you in the capacity of a Recruitment Consultancy.

| | |
|------------------|-----------|
| Your Name | Signature |
| Telephone Number | |
| Email Address | Date |

Please reply by post or email to recruitment@highfieldsearch.com

If we do not hear back from you (except in the event of any objection), it shall be deemed that you grant consent.

Our Promise to you

We will not sell your details to any third parties.

We will not share your personal details with any third parties, other than for the express purpose of presenting you as a potential employee to client businesses, and this only with your express verbal consent.

We will only use your personal data as required to fulfil our remit as a recruitment consultancy, acting on your behalf and in your best interests

Your respectfully,

Antony Gillon
Managing Director