

## Customer Data Deletion Request

I confirm that we are requesting to have all of our customer personal data (names & addresses) and call recordings deleted from the EasyContactNow/EasyCallNow platforms. **Please note: In order for us to comply with OFCOM regulations we need to keep CDR (Call Detail Records) however these do not include any personal details. Once the data has been deleted it will not be recoverable.**

<b>CCID:</b>	<b>Contact Centre Name:</b>
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<b>Company Name:</b>
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<b>Company Address:</b>
<b>Post Code:</b>

<b>Can you please delete all data &amp; call recordings on the above Contact Centre:</b>

**Or alternatively**

<b>Can you please delete the campaigns/datasets listed below, on a separate sheet or delete ALL (circle as appropriate)</b>

<b>Request Date:</b>	
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<b>Name:</b>	<b>Job Title:</b>
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<b>Signature:</b>
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**For office use only**

<b>Ticket No.</b>	<b>JIRA Ref:</b>
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<b>Data Deleted:</b>	<b>Call Recordings Deleted:</b>
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<b>Processed by:</b>	<b>Date Complete:</b>
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<b>Customer notified &amp; ticket updated</b>	<b>Date:</b>
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