Davidsons Developments Ltd

Data Protection Complaints Form

Doc Ref DPF046 v1.2

Complete all applicable fields, then please submit this form to our Data Protection Officer, contact emails below.

Full Name	Click here to enter text
Email Address:	Click here to enter text
Telephone Number:	Click here to enter text
Address	Click here to enter text
	Click here to enter text
	Click here to enter text
	Click here to enter text
	Click here to enter text
Post Code	Click here to enter text
Preferred Contact Method:	Click here to enter text
Date Issue Occurred:	Click here to enter text
Department / Service Involved:	Click here to enter text
Detailed Complaint:	Click here to enter text
Personal Data Affected:	Click here to enter text
Impact on You:	Click here to enter text
Outcome Sought:	Click here to enter text
Supporting Evidence provided:	Click here to enter text
Signature:	Click here to enter text
Date Signed:	Click here to enter text

NEXT STEPS

We will acknowledge receipt of your complaint within 30 days and will keep you updated without undue delays. We will also inform you of your **Complaint Reference Number** for future reference.

We may contact you again to:

- confirm your identity.
- seek clarification.
- obtain further evidence.

CONSENT

Please note that providing this information you provide your consent for us to process your personal information in relation to this complaint. You may remove your consent and cancel the complaint by contacting our Data Protection Office.

DATA PROTECTION OFFICERS

Davidsons Developments Ltd DPO@davidsonsgroup.co.uk

PRIVACY NOTICE

Further details of how we process your complaint are available on our Privacy Notices on our web sites.

ESCALATION

If you are unsatisfied with how we process your complaint you may escalate this matter to the ICO at **www.ico.gov.uk**, or help line telephone number: 0303 1231113.

INTERNAL USE ONLY

Employee Received By	Click here to enter text
Date Received	Click here to enter text
IR & Complaint Register Number	Click here to enter text
Related Policy Ref	DPP046

End.