

# Data Privacy Policy Form

## Company Details

Company Name

Contact Person

Address

Email

Phone Number

## Data Collection

Types of Data Collected

E.g., Name, Email, Phone, Address...

How Data is Collected

## Data Use & Sharing

Purpose of Data Use

Data Sharing (if any)

## Data Protection

#### Measures to Protect Data

#### Data Retention Period

## Rights of Individuals

#### Information about User Rights

E.g., access, correction, deletion of data, etc.

## Contact & Complaints

#### How to Contact Regarding Privacy Policy

## Policy Updates

#### Policy Update and Notification Procedure