



Data Protection Complaint Form

GDPR Sentry Ltd.

Version: July 2025

1. Your Contact Details

Full Name

Email Address

Phone Number (optional)

Address (optional)

2. Details of the Complaint

Please describe the issue you are complaining about, including relevant dates and details.

(e.g., what happened, when, and which personal data it involved)

Approximate date the issue occurred (if known):

What outcome or resolution are you seeking (optional)?



3. Supporting Documents (Optional)

If you have any documents or evidence (such as emails, screenshots, or policies), please attach copies when submitting this form.

- I [have/have not] attached supporting evidence to this complaint.

4. Declaration and Consent

Please confirm the following by ticking both boxes:

- ☐ I declare that the information provided in this complaint is accurate to the best of my knowledge.
- ☐ I understand that the personal information I provide will be processed in line with the organisation's [Privacy Policy] for the purpose of handling this complaint.

5. Submitting Your Complaint

You can submit this completed form by:

Email: support@gdprsentry.com

Post:

Data Protection Officer
GDPR SENTRY Limited,
Unit 1F,
Network Point,
Range Road,
Witney,
Oxon,
OX29 0YN

You will receive an acknowledgment within **30 calendar days**, and we will respond without undue delay.

6. If You're Not Satisfied

If you are not happy with our response, you can escalate the matter to the UK Information Commissioner's Office (ICO):

- **Website:** <https://ico.org.uk/make-a-complaint/>
- **Telephone:** 0303 123 1113
- **Address:**
Information Commissioner's Office
Wycliffe House, Water Lane
Wilmslow, Cheshire, SK9 5AF