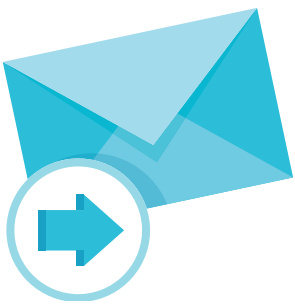


# I'm worried that my information has been shared...



## What can I do?

- You have a right to understand what's happened. You can contact the organisation and ask them to explain.
- You should try to keep a record of any contact.
- We have a template letter that you can use to contact the organisation and guidance to help you.



## What will happen?

- The organisation should respond to you within one month.
- If you're not happy with the response, or don't receive one, we can help you decide what to do next.



## How can the ICO help me?

- You can speak to us, we are here to support you.
- We can help you to decide if making a complaint is right for you, and give you practical advice such as steps you can take to protect your information.
- If you do decide to complain to us, we will look into what has happened, and may make recommendations to the organisation to improve.
- Reaching out early can help us to support you to resolve the issue.



Call our helpline:  
**0303 123 1113**



Visit our website:  
**[ico.org.uk/next-step](https://ico.org.uk/next-step)**