**Details**

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| **Name** |  |

I acknowledge and accept that during every assignment and continually thereafter:

• I will hold information relating to the client in the strictest confidence and ensure that it is kept safely and securely when not in use;

• No such information is to be removed from the client’s premises without the express written permission of the client;

• I will only use such information for the purpose of the work for which it was given; • I will not disclose any such information to any third party or copy the information in any way except as is required in the course of my duties;

• Any breach, either by me or a third party, may result in legal proceedings being bought by the client against me to recover any losses that have occurred as a result of a breach.

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| --- | --- | --- | --- |
| **Signature** |  | | |
| **Print Name** |  | | |
| **Date** |  |  |  |

Matrix SCM, 249 Midsummer Boulevard, Central Milton Keynes, Buckinghamshire, MK9 1EA 0844 371 4726 | www.matrix-scm.com 

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