

Sample Letter to Restrict Sharing of Information

ORGANIZATIONS YOU MIGHT WANT TO SEND THESE LETTERS TO INCLUDE:

- | | |
|---|---|
| <input type="checkbox"/> Bank and Other Financial Institutions | <input type="checkbox"/> Telephone Company |
| <input type="checkbox"/> Credit Card Companies | <input type="checkbox"/> Charities |
| <input type="checkbox"/> Mortgage Company | <input type="checkbox"/> Department Stores and
Other Merchants |
| <input type="checkbox"/> Data & Marketing Association (\$3 fee) | |

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Re: Opt-Out of Disclosure of My Personal Information

To Whom It May Concern:

I hereby opt-out of the sale, rental, distribution, exchange, or other disclosure of any and all personal information you have about me. This includes but is not limited to my name, home address and phone number, work address and phone number, email addresses, Social Security number, driver's license number, financial account and access numbers, and my transaction history with you.

Please promptly confirm in writing that you will not disclose my personal information without my expressed consent.

Full Name: _____

Address: _____

Signature: _____

Date: _____

To get off some mailing lists, send a copy of this letter to the Data & Marketing Association at the address below or visit www.dmachoice.org.

DMAchoice
P.O. Box 900
Cos Cob, CT 06807