

April 28, 2014

Dear valued customers,

RE: PERSONAL DATA PROTECTION ACT 2010 – NOTICE AND CONSENT

We write to inform you that **Letterman Marketing Sdn. Bhd.** (hereinafter referred to as “we” or “us” or “our”) is currently undergoing an exercise to comply with the Personal Data Protection Act 2010. In line with this exercise, we are updating our database of customers and personal information previously collected.

The personal information we have previously collected via our mail order forms and/or from third party sources such as retail stores registrations, or directly from you or through other means includes but is not limited to your name, address, email address, contact details, identification card number, credit cards number and other references etc (collectively, “**Information**”).

Your Information may be used for various purposes, including, without limitation, to communicate with you, provide services to you, process your payment transactions, respond to your inquiries, advertisement and promotional activities, and other general business related matters.

If required for any of the foregoing purposes, we may disclose your Information to our business related partners, associates, affiliates, government agencies, statutory authorities, auditors, bankers, lawyers and/or other service providers.

You may request for access to or correction of your information at any time hereafter by submitting such request to us by email at pdpa@letterman.com.my or telephone at **03-5634 8661**. Any inquiries or complaints with respect to your Information should also be channelled to us in this manner.

In order to process your Information, we are required to obtain your consent. Please note that if you do not consent, we cannot process your Information and will not be able to continue to provide you with all of our services as outlined above.

We trust that you will consent and agree to the terms above with respect to our processing of your Information. If we do not receive any response from you by 31 May 2014, we shall assume that you are agreeable to the same.

Thank you.

Yours faithfully,

Letterman Marketing Sdn. Bhd.