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[ico.org.uk/dpfee-faq](http://ico.org.uk/dpfee-faq)

[ico.org.uk/privacy-notice](http://ico.org.uk/privacy-notice)



Your Companies House number: 15883242

14 November 2024

## Pay the data protection fee. It's the law.

Dear UHURU TRADE LTD

The Information Commissioner's Office (ICO) is the UK regulator for data protection. By law, under the Data Protection (Charges and Information) Regulations 2018, any organisation that handles personal data (such as people's names and addresses) electronically must register with the ICO and pay the annual data protection fee, unless they qualify for an exemption.

Your obligation to pay is determined by how you use personal data for work purposes. For example, if your organisation stores personal data on a computer or phone, or if you use CCTV or dashcams, you are likely required to pay. For those with 10 or fewer employees, the fee is £40 every year. The Department for Science, Innovation and Technology has consulted on possible changes that could see this increase to £55. The fee cost has not changed since 2018.

To avoid a fine of up to £4,000, please ensure you register and pay by **5 December 2024**. If you believe you are exempt, please let us know. You can complete this process using our online tool, which will guide you through some questions about how you use data to determine whether you need to pay.

### How to pay or declare an exemption

- ❖ Check if you need to pay the fee at [ico.org.uk/fee-checker](http://ico.org.uk/fee-checker)
- ❖ Follow the instructions to register and pay the fee
- ❖ Or complete the exemption form that will appear if you are exempt

The data protection fee funds the ICO's work, including services and practical resources that empower organisations to use people's details responsibly and confidently.

Yours faithfully

Faye Spencer  
Head of Business Services

**PS** If you have recently paid, filled in the exemption form, or deregistered with Companies House, please disregard this letter.