

[Your Name]
[Your Address]
[Your City, State, Zip Code]
[Your Email Address]
[Your Phone Number]

[Date]

[Privacy Officer or Data Protection Department]
[Company Name]
[Company Address]
[City, State, Zip Code]

Subject: Formal Request to Limit Third-Party Information Sharing

To the Privacy Department,

I am writing to formally exercise my privacy rights regarding the personal information you maintain about me. Under applicable data protection laws, I am requesting that you limit or cease the sharing of my personal data with third parties.

Please implement the following requests for the account associated with [Account Number/Username/Email Address]:

- **Opt-Out of Sale:** Do not sell my personal information to any third parties.
- **Opt-Out of Sharing:** Do not share or disclose my personal information with third parties for cross-contextual behavioral advertising or marketing purposes.
- **Limit Processing:** Restrict the processing of my sensitive personal information to only what is necessary to provide the services requested.

Please provide written confirmation once these restrictions have been applied to my account. If you require further information to verify my identity, please contact me at the email address provided above.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]