

University of Washington  
Accounts Payable  
Notification for Collection and Use of Personal Data

You are notified that by completing this form to facilitate payment the University of Washington (UW) is collecting certain data about you. UW personnel, on behalf of UW Accounts Payable, are collecting data in order to facilitate payment to you.

UW may also use this data to comply with its legal obligations. Data records will be maintained for at least their minimum required retention according to the UW Records Retention Schedule(s) applicable to payment records, as well as federal and state law.

Records will be accessed by those who have a legitimate UW-related business need to access them and may be communicated to the Internal Revenue Service (IRS), and may be communicated as necessary to facilitate UW compliance with federal and state law (in UW's sole discretion).

For additional information, to request access to or a copy of your personal data, or to request certain data be removed, you may contact Pramilla Chand, Director at [eprocure@uw.edu](mailto:eprocure@uw.edu).

If your data protection related questions or concerns are not addressed after contacting the organization area to which you provided data, you may also contact UW's designated data protection officer, Ann Nagel, Institutional Privacy Official and Associate Vice Provost for Privacy, [uwprivacy@uw.edu](mailto:uwprivacy@uw.edu).