

Document Retention

Fuller Figures Bookkeeping retains client accounting and compliance records in accordance with UK GDPR, the Data Protection Act 2018 and guidance issued by the Association of Accounting Technicians (AAT).

Financial and bookkeeping records are normally retained for six years following the end of the relevant financial year or termination of services. Anti-Money Laundering identification records are retained for five years after the end of the business relationship where legally required.

Records are securely stored and confidentially destroyed once retention requirements have been satisfied.

Full details are provided within our client engagement documentation.