

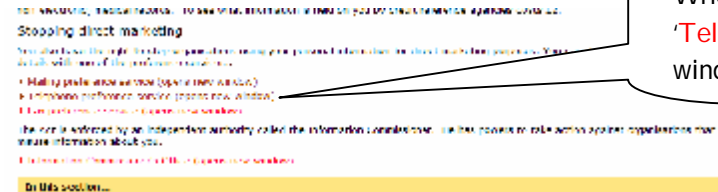
If you want to stop unwanted telephone sales calls from companies use www.direct.gov.uk to find the correct site.



Under 'Rights and responsibilities' click on the words 'Data Protection'



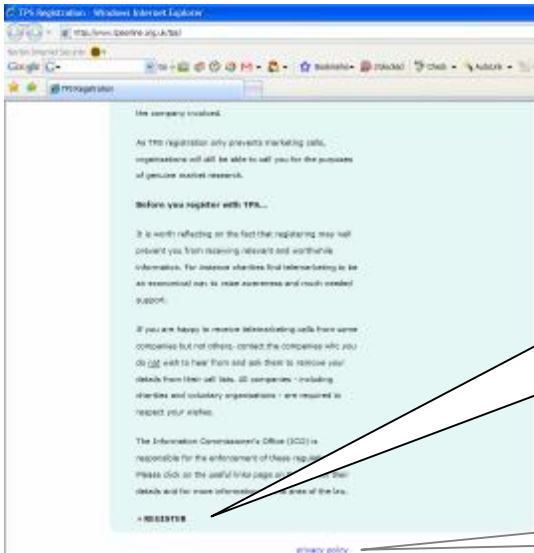
This is the main 'The Data Protection Act' page. Scroll down the page to find the correct link.



When you get to this section click on the text 'Telephone preference service' this opens a new window.

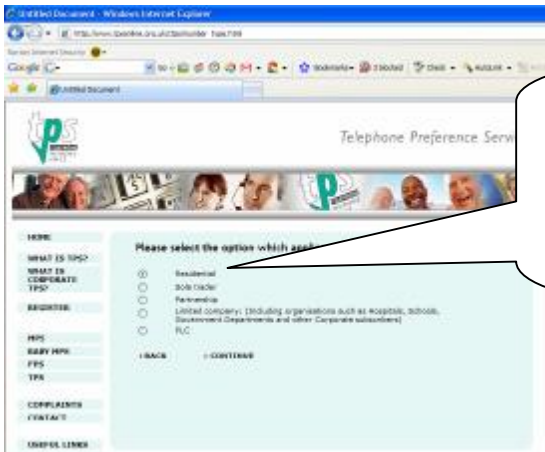


This is the main 'Telephone Preference Service' page. Read the text if you want to and then scroll down to the bottom of the page to find the correct link.

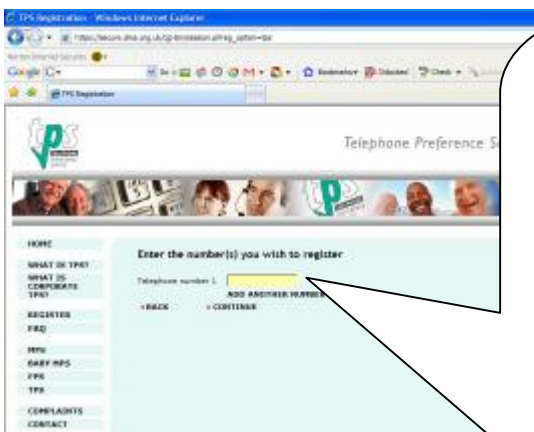


It's worth reading the 'Before you register with TPS..' section.
If you are happy click here on [REGISTER]

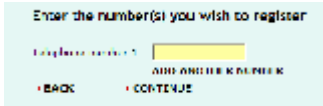
Click here to view their privacy policy - see below.



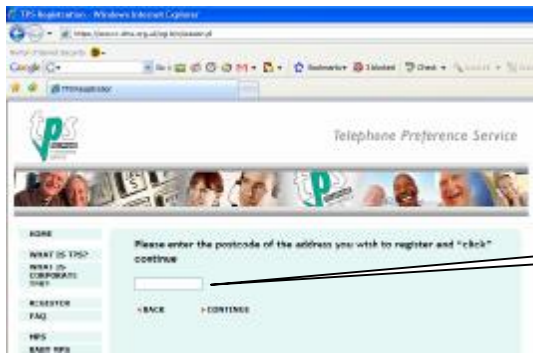
During your registration process you will need to give them some basic information - check their 'privacy policy' at the bottom of the first page.
I've selected 'Residential' for my home.



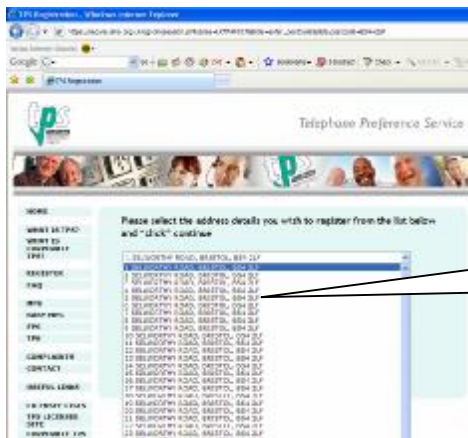
Enter your telephone number here - the text 'Telephone 1' shows that this is the first number you are registering with them.
Enter the full number with area code e.g. 0117 912539.
If that's the only number you want to register click on the 'CONTINUE' text below.



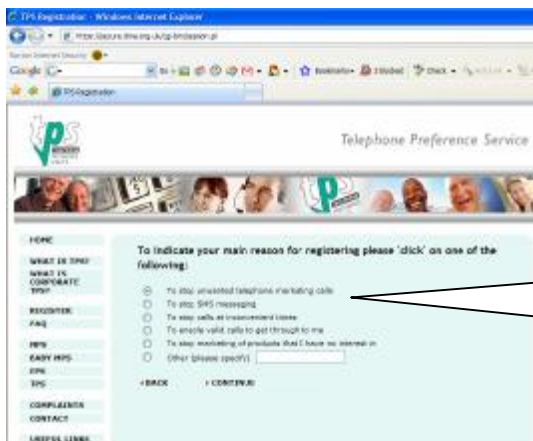
If you want to add another telephone number at the same place, click on the 'ADD ANOTHER NUMBER' text just below the box.



Enter your postcode and click '➡ CONTINUE'



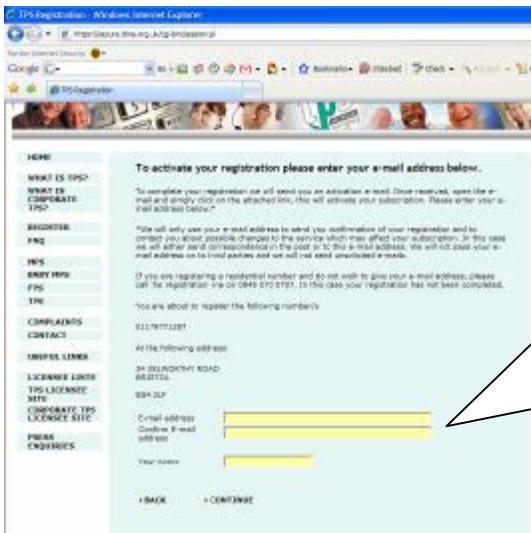
On this screen scroll down and click on your correct address.



Select one of these options - I've selected "To stop unwanted telephone marketing calls" - then click '➡ CONTINUE'.



Tell them how you heard about this service - I've selected "Other (please specify)" and typed in the address for direct.gov, www.direct.gov.uk - then click '➡ CONTINUE'.



You need to enter your email address (twice) and then put your name. To complete the registration click 'CONTINUE'.

The email is important as you will need it to activate the process. This is a security feature.



This page appears to tell you that an email has been sent to you so that you can complete the process.

Here's the title of the email that will appear. Open the email to continue.

TPS Registration **Activate your TPS registration confirmation** This e-mail is in response to the request to register details in the Telephone Preference Service.



When you open the email you will see links similar to this. Clicking on one will open a web browser (Internet Explorer) taking you back to the TPS website.



This is the page that confirms your registration. It can take up to 28 days to become fully active. This is to give all the companies involved time to check the register. Legally after that they must not contact you. This page also tells you how to contact them if there is a problem with phone / FAX numbers & email address