

# GDPR - Data Privacy Fair Processing Notice.

..... Landlord.

Certain Personal and financial information is needed to decide on the grant of a tenancy which you are considering at one of my properties .....

In the event the tenancy does Not proceed, I intend to retain this data for a period of up to a year.

Your consent and co-operation in providing the data is requested in order to offer and continue a tenancy contract with you. You don't have to provide personal information but without it there will be insufficient information upon which to grant a tenancy.

If the tenancy proceeds, numerous items of personal data will be retained ; ( Delete as appropriate )

# Electronically and I am registered with the Information Commissioner for this purpose.

# On paper format, locked in a secure location. Consequently, as Data Controller, I am not required to register with the Information Commissioner.

Upon a Tenancy contract, we both have legitimate interest in retaining the information to comply with legal obligations. This will remain for six years after the tenancy ends. You may request erasure of your information unless I require it for legal reasons.

I will only use your information in connection with this tenancy and it will only be shared with a third party acting on my behalf ( i.e. Tradesperson to effect repairs ) In that case, I will seek assurance that your details are deleted by that party on completion of the purpose.

If a legitimate enquiry in connection with a financial loss is made by any party, or legal action considered, your data maybe used and shared for this purpose under Legal obligations and legitimate interest.

Acknowledged and agreed. ....or by Email.

Date .....

