

Allyed Property Services Privacy Policy

This privacy policy provides information about how we process and protect your personal data. Whilst we make every attempt to keep the tenants personal information secure, it may be necessary to share our held information with third parties, such as the local authority. We will not divulge personal details to any third party for marketing purposes, without prior consent of the tenant.

In this policy “I”, “We”, “Us”, “Our”, “The Landlord” refers to “Vernon Hanaray / Allyed Property Services”

and “You”, “Your” refers to the tenant(s)

“Personal data” means any data hold relating to a identifiable person

“The Property” refers to the house which is to be viewed/let to the tenant

How do we collect information from you?

When you enquiry about a property, enter into a tenancy agreement or renew an existing tenancy agreement with us we may store and process this information, solely for the purpose of the enquiry/tenancy.

What information do we collect?

The personal data we may collect may include the following:

- Your full name
- Date of birth
- Mobile number
- Email address
- Home address
- Current university and course
- Nationality
- Your passport or other official identification (If you're not a student)
- Proof of entitlement to UK residency (If you're not a student)

What’s the lawful basis of processing your data?

Due to the nature of my business as a landlord, I process your data under the following categories of ‘lawful basis of processing data’ in accordance with the General Data Protection Regulations (GDPR) - <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/lawful-basis-for-processing>

Contractual Basis

By entering into a new or renewing an existing tenancy agreement we enter into a legal contract, we therefore require your personal data to comply with our contractual obligations under our agreement.

Legal Obligation

Being a landlord we offer services that are governed by UK law and parliamentary legislation and we have a legal obligation to collect and process information accordingly.

For example we may be required to carry out tenant checks in line with Right-to-Rent, a legal requirement in the UK. We would ask for your personal information to confirm you have the right to reside in the UK.

We may on occasion have a legal obligation when requested to pass your personal information to a Government department, such the local council/authority.

Legitimate interest

When you contact us, enter into a new or renew a tenancy agreement, it demonstrates that you have an interest in the use of our services.

We may therefore wish to contact you to offer enhancement or changes to the use of our services or recommend products or services that are offered by us or our trusted third-party partners that may suit your requirements based on your information held, history or enquiry.

How do we use your information?

- To carry out our legal obligations and duties arising from any contracts entered into by yourself and our company
- To notify you of any viewings and any works to take place in the property
- To seek your views or comments on the services we provide
- Notify you of any changes to our services.
- Send you communications which you have requested and that may be of interest to you.

How long is your information kept?

We are legally required to hold some types of your information to fulfil our statutory obligations (For example right-to-rent checks)

We securely store your personal information in digital and paper form, which only authorized personnel have access to, for as long as necessary for the relevant piece of information. If you have any specific questions regarding how long we hold information please contact us directly.

Who has access to your information?

Only direct employees of Allied Property Services, who have a need to see your details, have access to your complete information.

We will not sell or rent your information to third-parties, nor shall we share your information to third-parties for marketing purposes.

How you can access and update the information we hold on you?

If you wish to have a copy of the information that we hold on you please email us at either: APSAllied@aol.com or Kyle@AlliedPropertyServices

If you wish to make an amendments to the information you can inform us via email, once reviewing the data.