

PRIVACY POLICY

This Privacy Statement is issued on behalf of **Chartwell Land & New Homes Ltd and Chartwell Land & New Homes (2) Ltd** (Data Controllers) who are committed to identifying and addressing the current and future emerging privacy and security risks of holding personal information.

Data Protection Act 2018 and the provisions of the General Data Protection Regulation (GDPR)

In collecting and storing data, we rely on the lawful purpose being our Legitimate Business Interests

We may collect, use, store and transfer different kinds of personal data about you:

- **Identity Data** includes first name, maiden name, last name, username or similar identifier, marital status, title, date of birth and gender.
- **Contact Data** includes postal/correspondence addresses and address history, email address and telephone numbers.
- **Financial Data** may include bank account and payment card details; salary, income and employment details including information from credit reference or fraud prevention agencies, electoral roll, court records of debt judgments and bankruptcies and other publicly available sources.
- **Transaction Data** includes details about payments to and from you and other details of products and/or services you have purchased from us.
- **Technical Data** includes internet protocol (IP) address, your login data, browser type and version, time zone setting and location, browser plug-in types and versions, operating system and platform and other technology on the devices you use to access this website.
- **Usage Data** includes information about how you use our website, products and services.
- We do not collect any special categories of personal data

SUMMARY:

ACTIVITY / PURPOSE	TYPE OF DATA	LAWFUL BASIS LEGITIMATE INTEREST
Register Client or Vendor	Personal data collected from you or received via your/our Solicitor and/or Estate Agent – including name, address, email, telephone number	Performance of the service required by the client or vendor: for example Marketing Information Property Reservation Newbuild Warranty Legal Formalities
Process and fulfil transactions	Payment and bank information, transaction history	
Manage client relationships, including communications and customer service	Personal data including past and present address	
INFORMATION WE SHARE		
Estate Agent	As Above to the extent necessary to fulfil the performance of the service required by the client, vendor or the authority	Performance of the service required by the client or vendor To comply with the legal formalities (including associated Management Companies) In response to requests from statutory bodies.
Solicitors		
Warranty Provider		
External Contractors		
Estate Management Company		
Professional advisors, HMRC, regulators and other authorities		
External Third Parties	To whom we may choose to sell, transfer, or merge parts of our business or our assets	

DATA SECURITY

We limit access to your data to those employees, agents, contractors and other third parties who have a business need to know – all will be subject to a duty of confidentiality.

YOU ACKNOWLEDGE THAT

The transmission of information (including your personal data) to/from us via the internet is not entirely secure. We cannot completely guarantee the security of information transmitted to/from us via our website or by email.

Whilst the majority of your information is processed in the UK and European Economic Area (EEA), some information may be processed by third parties outside of the EEA.

HOW LONG WILL WE HOLD PERSONAL DATA

We will hold personal information for a minimum of six years after completion of each transaction but maybe longer in order to maintain the historical integrity of our data and to comply with such legal or statutory obligations as we may have.

YOU HAVE LEGAL RIGHTS TO:

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Request access		Other:
Request correction	Subject to verification	https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/
Request erasure	Subject to legal restrictions	
Object to processing	For Marketing purposes	

If you have any questions about this Privacy Statement, including any requests to exercise your legal rights, please contact:

Data Controller
Chartwell Land & New Homes Ltd
Unit 5a Fircroft Business Centre
Fircroft Way
Edenbridge
Kent
TN8 6EN

Email: dataprivacy@chartwellpropertygroup.com
Telephone: 01883 460460

We reserve the right to update or change our Privacy Policy at any time – your continued use of the Service after we post any modifications to the Privacy Policy will constitute your acknowledgement of the modifications and your consent to be bound by the modified Privacy Policy.

Latest Update: 25.05.18