

Our Privacy Policy as follows:

**Who we are**

The purpose of the organisation is as laid out in the memorandum and articles of Uden Estate Agent. We have laid out this privacy notice in line with the General Data Protection Regulation 2018.

We are fully committed to protecting the privacy and safeguarding the use of your personal information and we will look to keep this privacy notice updated.

Any questions relating to our privacy policy or this notice should be directed in writing to us; our contact details are 88, Dyke Road, BN1 3JD or via email to [property@udensalesandlettings.com](mailto:property@udensalesandlettings.com)

**What data we collect, and how we use your personal data**

We collect and process your personal information (name, address, email, telephone contact information) directly from you, in order to communicate with you about our properties, building maintenance and inventories. We also use it to carry out our obligations in relation to any contract you have with us, or to verify your identity, or anticipate and resolve problems with any services supplied to you from utility companies or for building regulation requirements.

We do not and will not share your data with any third party other than those utilised to service our properties or if legally obligated to do so.

**Keeping our records up to date and accurate**

We aim to keep these contact details as accurate as possible, and you are welcome to check and to update them as necessary. If you would like us to remove your details contact us on [property@udensalesandlettings.com](mailto:property@udensalesandlettings.com)

**Security**

We are committed to ensuring that your information is kept secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect, process or store.

**Disclosing your information to others**

Other than the disclosures referred to in this policy, we do not and will not disclose any personal information without your permission unless we are legally entitled or obliged to do so (e.g. for the purposes of prevention of fraud or other crime or via court order). We will not sell or share your data.

Regards

Uden Estate Agents