

How we use your personal information

Your landlord takes the security of your personal information seriously. Your information both in this agreement and as provided during the application process will be used during and after this tenancy for a number of purposes including:

- management of the tenancy and fulfilling this contract
- notifying local authorities or utility companies about the tenancy
- debt recovery or to rectify a breach of a term of this agreement
- where legally required to be shared

The landlord may share your information with their agent (including if the agent changes during the tenancy or if there is more than one agent). If your information is held by an agent on behalf of a landlord, the agent may share your information with the landlord before, during or after the tenancy.

During the tenancy

The landlord or agent will use your information to manage the tenancy including for example to contact you about repairs, rent collection and general clerical/management duties and your information may be shared with third party service providers including software services for the purposes of management of the tenancy.

Your information will be used for fulfilling the contract for example by sharing with a contractor for the purpose of carrying out a repair or maintenance inspection.

Your information may be shared with a local authority or utility provider for the purpose of notifying about this tenancy. Your information may be shared with other landlords or agents for the purpose of providing a reference or conduct of the tenancy.

Your information may be shared with third party providers including debt collection or tracing services to pursue a debt or reasonably necessary to rectify any breach of the tenancy.

Otherwise, your information will not be shared with other organisations unless legally required to do so, to prevent fraud or a crime or if we have your consent.

After you have left the property

When you have left the property, your information may be shared with a local authority or utility company for the purpose of notifying about the end of the tenancy.

Your information may be shared with other landlords, agents, referencing services, credit reference bureaux etc. to provide a reference or details about the conduct of the tenancy.

Your information may be shared with third party providers including debt collection or tracing services to pursue a debt or reasonably necessary to rectify any breach of the tenancy.

Your landlord or their agent will retain your information beyond the tenancy for as long as necessary or legally required for potential HMRC audits, potential local authority disputes (for example council tax) and Immigration Act (Right to Rent) investigations.

Otherwise, your information will not be shared with other organisations unless legally required to do so, to prevent fraud or a crime or if we have your consent.