



### Data Controller Information

Glyndale Properties Limited Company number 8850027 registered address Fairfax House, 6a, Mill Field Road, Cottingley Business Park, Cottingley BD16 1PY are registered with the Information Commissioners Office under registration number: ZA088288

All our providers have confirmed they comply with the Data Protection Act 2018 and the General Data Protection Regulation 2018 when holding and handling your data, and where applicable are registered with the Information Commissioners Office.

**We confirm that we will share your personal data to comply with our data protection legal obligations in relation to the completion of the following.**

**Anti Money Laundering Checks**  
**Energy Performance Certificates**  
**Tenant Referencing and Right to Rent Checks**

**We confirm that we will share your personal data with the following to comply with our data protection legitimate interests.**

**RealCube**  
RealCube is our Customer Relationship Management System where all data is stored and accessed.  
**Payprop** – to enable the management of lettings accounts  
**Fixflo** – to enable the management of lettings maintenance issues  
**Other Hunters Branches**  
**Email Marketing Providers**  
Brief Your Market and Force 24 provide email marketing services to the customers who sign up to receive our newsletters.  
**Utility Providers to assign the utilities into the name of the tenant**  
**Financial Verification to put forward a property offer**  
**DocuSign** to enable the signing of contracts and other documents necessary in the course of providing the service requested  
**World Pay Sage** to process payments  
**Bamboo Auctions** to provide online auction services  
**Signage Companies** for board erection in remote or difficult to locate areas  
**Viewber** to provide viewing services as requested by the customer  
**EIG** to enable the downloading of the Auction legal packs

**If you consent when asked we would like to forward your information to selected third parties such as:**

**Photographers**  
**Property Tours**  
**Inventory Suppliers**  
**Insurance Services**  
**Utility and Media packages available**  
**Conveyancing Services**  
**Financial Services To Offer Mortgage Advice**

Please note that should you wish to receive information with regards to the specific companies used by this branch then please contact them direct requesting a full list of their supplier contacts, under article 5 of the GDPR Principles relating to processing of personal data.

**Referral Fee Disclosure**

As well as an obligation to pay our commission or fees (as applicable) we may also receive a commission, payment, fee, or other reward or other benefit (known as a Referral Fee) from ancillary service providers for recommending their service to you. We do however believe that you may benefit from using the services of any of the providers listed;

<b>Declaration</b>		
<i>We recommend our customers to use the services of our panels of carefully selected third party providers. Should you decide to use any of the services introduced by us you should know that we would expect to receive a referral fee from them for the introduction. This may be in the form of a fixed fee or percentage amount. <b>Please note that you are under no obligation to use the services of any recommendations, you are entirely free to choose your own products, services and providers. Examples of such referral amounts are below:</b></i>		
<b>Name of National Preferred Provider</b>	<b>Nature of their Business</b>	<b>Referral Fee Amount inclusive of VAT</b>
My Home Move Conveyancing (Hunters Conveyancing – Premier Property Lawyers)	<b>Conveyancing Services</b>	£306 or £372
Conveyancing Alliance	<b>Conveyancing Services</b>	£300
Mortgage Advice Bureau	<b>Financial Services To Offer Mortgage Advice</b>	£250
Whatlife Mortgages	<b>Financial Services To Offer Mortgage Advice</b>	27.5% (no VAT)
<b>FOR LOCAL PROVIDERS PLEASE ASK THE BRANCH DIRECT FOR THEIR UP TO DATE LOCAL SUPPLIERS AND REFERRAL FEE DISCLOSURE AMOUNTS</b>		

Please note that should we have to use an alternative supplier to the ones provided on this list we will inform you of their details in advance of them making contact with you.

**Customer Signature Required**

I/We confirm that I/we have received notification of the list of suppliers in line with the Data Protection Act 2018 and the potential referral fees as noted above, that we appreciate would become payable to Hunters, should we go ahead with an introduction to any of the providers listed: **We understand that we are under no obligation to use any of the services of these recommended providers.**

Signature  
Signature of the Person Submitting this Form

Name  
Name of the Person Submitting this Form (print)

Date of Signature 

D	D		M	M		Y	Y
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Signature  
Signature of the Person Submitting this Form

Name  
Name of the Person Submitting this Form (print)

Date of Signature 

D	D		M	M		Y	Y
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