



Data Controller Information

Matthew Addison & Alison Janina Fuller, Partnership registered address 5 Bridge Street, Hereford, HR4 9DL are registered with the Information Commissioners Office under registration number: ZA053520.

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;

Declaration		
<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. 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:</i>		
Name of National Preferred Provider	Nature of their Business	Referral Fee Amount inclusive of VAT
My Home Move Conveyancing (Hunters Conveyancing – Premier Property Lawyers)	Conveyancing Services	£306 or £372
Conveyancing Alliance	Conveyancing Services	£300
Mortgage Advice Bureau	Financial Services To Offer Mortgage Advice	£250
Whatlife Mortgages	Financial Services To Offer Mortgage Advice	27.5% (no VAT)
FOR LOCAL PROVIDERS PLEASE ASK THE BRANCH DIRECT FOR THEIR UP TO DATE LOCAL SUPPLIERS AND REFERRAL FEE DISCLOSURE AMOUNTS		

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

Date of Signature

D	D		M	M		Y	Y
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Signature

Signature of the Person Submitting this Form

Date of Signature

D	D		M	M		Y	Y
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Name

Name of the Person Submitting this Form (print)

Name

Name of the Person Submitting this Form (print)

