



Data Controller Information

Westwood Property Services Sidcup Limited company number 08714147 registered address 265 Westwood Lane, Sidcup, Kent DA15 9PS are registered with the Information Commissioners Office under registration number: ICO Z3096954

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 with the following to comply with our data protection legal obligations.

Energy Performance Certificates

Selkent surveyors / Urban Inventories
Energy Assessor Adam Robinson / Stewart Speake. John Pidwell

Tenant Referencing and Right to Rent Checks

Homelet

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

RealCube / Rentman

RealCube and Rentman (for lettings) is our Customer Relationship Management System where all data is stored and accessed.

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

Tenant Shop

Financial Verification to put forward a property offer

Trinity Finance

DocuSign to enable the signing of contracts and other documents necessary in the course of providing the service requested

Bamboo Auctions to provide online auction services

Agency Signs for board erection in remote or difficult to locate areas

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 party providers the details of which are below:

EPC, Floor Plans and Photographs

Trueplan / Selkent (EPC'S)

Inventory Suppliers

Urban Inventories

Insurance Services

Homelet

Conveyancing Services

Hunters conveyancing

Financial Services To Offer Mortgage Advice

Trinity Finance

Surveying Services

NJ Lewis / Selkent

Utility and Media packages available

Tenant Shop

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 sellers and buyers 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. Please note that you are under no obligation to use any of the services of these recommended providers.</i>		
If you consent when asked we would like to forward your information to selected third party providers the details of which are below:		
Name of Provider	Nature of their Business	Referral Fee Amount inclusive of VAT
Hunters Conveyancing	Conveyancing Services	£378
Trinity Finance	Financial Services To Offer Mortgage Advice	25% of their fee

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)

