



### Data Controller Information

Michael Crouch Estate Agents Limited, registered number 02632567 registered address 37 Market Square, Bicester, Oxfordshire, England, OX26 6AG are registered with the Information Commissioners Office under registration number: ZA542070

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.**

**Anti Money Laundering Checks**

LANDMARK

**Energy Performance Certificates**

OPEN DOOR

Energy Assessor: David Allen

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

**SKIPA**

SKIPA is our Customer Relationship Management System where all data is stored and accessed.

**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.

**Financial Verification to put forward a property offer**

Douglas Smith Mortgage Services

**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

**Signs Display** 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 party providers the details of which are below:**

**EPC, Floor Plans and Photographs**

Open Door (EPC)

**Property Tours**

N/A

**Inventory Suppliers**

N/A

**Insurance Services**

N/A

**Conveyancing Services**

OPEN DOOR

**Financial Services To Offer Mortgage Advice**

Douglas Smith Mortgage Services

**Surveying Services**

Basil Street Surveyors, Countrywide, Property Formula

**Removal Services**

Move In Matters South

**Auction Provider**

Auction House (1% of sale price)

### 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. <b>Please note that you are under no obligation to use any of the services of these recommended providers.</b></i>		
<b>If you consent when asked we would like to forward your information to selected third party providers the details of which are below:</b>		
Name of Provider	Nature of their Business	Referral Fee Amount inclusive of VAT
Open Door	Conveyancing Services	£125
Douglas Smith Financial Services	Financial Services To Offer Mortgage Advice	£25
Auction House	Auctions	1% of sale price

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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