ocean
lettings & management

Privacy Notice – Tenancy Agreement

INVESTORS IN PEOPLE | arla | propertymark PROTECTED | The Property Ombudsman LETTINGS | TDS Tenancy Deposit Scheme

Ocean Letting and Management Limited Registered in England number 5165071
Registered office: 187 Whiteladies Road, Clifton, Bristol, BS8 2RY

General Data Protection Regulations

Privacy Notice

Data Controller
Ocean Property Services Group Ltd.
187-189 Whiteladies Road
Clifton
Bristol BS8 2RY

Mail: privacy@oceanhome.co.uk

ICO Registration Number: Z8684735

Your Personal Data

We will hold and process your personal data for contractual and/or legitimate reasons. Therefore, your personal data will be shared with third parties to include but not limited to the landlord, contractors to conduct repairs, property management software systems, deposit protection schemes and utility companies to ensure the efficient management of the property and tenancy. We will also hold and process your personal data for any lawful reason required such as a law enforcement or a HMRC request. We will not share your personal data with any other third party not connected to the management of the property or tenancy without your explicit consent.

Right to Deletion

You have the right to request that all your personal data we hold is deleted. Such a request can be sent to the above address or email, where we will confirm deletion or if not possible, explain the legitimate or lawful reasons why such a request cannot be actioned within 7 working days of receipt.

Right to Rectification

You have the right to request that we amend any personal data we hold for you if you believe it is incorrect. Such a request can be sent to the above address or email, where we will confirm rectification or if not possible, explain the legitimate or lawful reasons why such a request cannot be actioned within 7 working days of receipt

Subject Data Access Request

You have the right to request at any time, confirmation of the actual personal data we hold for you, and how this has been processed. Such a request can be sent to the above address or email which will be actioned within 7 working days of receipt.

Complaint

In the first instance, if you have any complaint about how we hold or process your personal data, then please contact us at the above address or email. If you are still dissatisfied with our response, then you have the right to contact the Information Commissioners Office (ICO) at the following website **https://ico.org.uk/** quoting our ICO registration number which can be found above.