



## Privacy Policy

---

Your privacy is important to us; we will respect and safeguard your confidential information and never sell it on to third parties. This policy and our website [www.simplyuniqueestates.com](http://www.simplyuniqueestates.com) complies with the UK General Data Protection Regulations (UK GDPR) when dealing with all personal data received from our clients and from visitors to our website.

For the purposes of UK GDPR the Data Controller is Simply Unique Estates Ltd, 35 The Mount, Cranleigh GU6 7LU.

### The type of personal data we collect and process

- Name, address, email, telephone numbers and any other personal data you may provide at the time of registration
- Client financial information (eg proof of deposit when purchasing a property)
- Cookie data via our website (see *Cookie Policy* below for more information)

### How and why we obtain your personal information

We only collect and store personal data that is strictly necessary and relevant to the services provided by our company. Any processing of your personal data is strictly only done to provide or perform the services which you have requested. Most of the personal information we process is provided to us directly by you for one or more of the following reasons in order to help you buy or sell residential or commercial property:

- To provide you with a sale valuation for your property
- To proceed with you offer to buy a residential or commercial property
- To assist by providing you with financial, conveyancing or relocation referrals
- To match you with suitable properties
- In order to send you marketing material (with your prior consent)

In order to provide the above services we may share this information with the following third party individuals or companies:

Financial advice / mortgage broker	Ian Scott, Mortgages for Homes
Conveyancing	Jonathan Potter, TWM Solicitors LLP

Removals	Mathew Poague, Matrix Removals
----------	--------------------------------

**In order to comply with UK GDPR, the legal bases we rely on for processing your personal information are:**

- (i) Your consent. You can withdraw your consent at any time, by contacting us at [livvy@simplyuniqueestates.com](mailto:livvy@simplyuniqueestates.com)
- (ii) We have a contractual obligation
- (iii) We have a legal obligation
- (iv) We have a vital interest
- (v) We need it to perform a public task
- (vi) We have a legitimate interest

Your information is stored in a secure manner.

For legal, tax or other regulatory reasons we keep personal data and cookie data for up to 7 years after our contract has come to an end. We will then dispose of your personal data by electronic deletion or by secure waste.

### **Your data protection rights**

Under UK GDPR you have data protection rights, including:

- (a) Your right of access – you are entitled to ask us for details of the personal data that we hold and which is in respect of you
- (b) Your right to rectification – you are entitled to ask us to correct any personal information we hold which you think is inaccurate. You may also ask us to complete information you think is incomplete
- (c) Your right to erasure – You are entitled to ask us to delete your personal data in certain circumstances
- (d) Your right to restriction of processing – you have the right to ask us to restrict the processing of your personal information in certain circumstances
- (e) Your right to object to processing – you are entitled to object to the processing of your personal data in certain circumstances
- (f) Your right to data portability – you are entitled to ask that we transfer the personal data you gave us to another organisation, or to you, in certain circumstances

## **Where your personal data is stored**

The personal data we collect from you is stored in servers which are hosted in the UK

## **Cookie policy**

A cookie is a small string of text that a website can send to your browser to store user information for the purposes of distinguishing your browser for a previous visitor by saving and remembering any preferences or passwords that may have been set while browsing that site. Currently this site uses Google Analytics cookies. You are free to refuse cookies from this website but this may prevent you from accessing some parts of the site. Cookies do not store or pass any personal data from this website.

The types of information which may be automatically collected when you visit our website are:

- Your IP address
- The type of browser and operating system used to access our site
- The pages you visit
- The date and time of your visit

We analyse our website logs to constantly improve the value of the materials available on our website. Our website logs are not automatically identifiable, and we do not attempt to link them with the individuals who browse our website. We use your IP address to help diagnose any problems with our server, and to administer our website. An IP address only provides information about who your internet service provider is – it cannot personally identify you.

[Company name] has developed this website and is a Data Processor for Simply Unique Estates Ltd. They do not collect information other than for their work on our website.

## **How to complain**

If you have any concerns about our use of your personal information you can make a complaint to us at [livvy@simplyuniqueestates.com](mailto:livvy@simplyuniqueestates.com)

You can also complain to the Information Commissioner's Office (ICO) if you have any concerns about how we have used or stored your personal data.

The ICO's contact details are:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Telephone: 0303 123 1113

Website: <https://www.ico.org.uk>

### **Updates to this Privacy Policy**

This policy was created in May 2024 and will be reviewed at least annually and upon any changes to UK GDPR. If you have any queries relating to this policy or our website, please contact:

Simply Unique Estates Limited, 35 The Mount, Cranleigh, Surrey GU6 7LU or via email to [livvy@simplyuniqueestates.com](mailto:livvy@simplyuniqueestates.com)

Content © Simply Unique Estates Ltd