

Data Protection Privacy Notice

This notice has been written to give you information about how we're handling or intend to handle your personal information and to provide you with details of our commitment and approach to protecting your rights to privacy and information security.

We aim to always handle your personal information fairly, transparently and lawfully and this notice is intended to give you the information you need to understand what we're doing with your data. If you have any questions about how your information is used or think we could improve this notice please contact our Data Protection Officer c/o 59 Clarendon Road, Watford WD17 1LA.

Leaseholders and Freeholders

We collect some basic personal information about your household to be able to manage our relationship with you and maintain your scheme or building effectively. Informing us about any household members with priority needs helps us to support your household effectively should there be any service issue arising.

We will also collect relevant personal information to enable a purchase or sale/assignment of a lease or its extension or the sale of a freehold and share this with professional advisors in connection with the sale/extension, such as solicitors and valuers. Solicitors will then register any transfer of the lease or any sale at the Land Registry. We'll also collect information relevant to any application you might make for a mortgage or remortgage and share this with professional advisors where necessary.

If we need to carry out any work to your property we'll share basic information about you with our contractors and sub-contractors to enable them to carry out the work on the property or scheme. We may also share relevant information about your household with other partners to maintain your building or scheme effectively – this may include utility companies, local authorities and emergency services.

If you're a leaseholder we may share essential information with a managing agent for the purposes of managing your business lease/tenancy.

All of this information would be processed and shared in connection with your lease and your, or our, obligations under it.

Garage Hire

If you hire one of our garages we'll share essential information with any managing agents for the purposes of managing your garage tenancy.

Further details about how we use your information and your rights under data protection law are set out in our Privacy Policy at www.wcht.org.uk

Leaseholder and Freeholder Privacy Notice