

Privacy Notice for Customers

MJ Gleeson plc and its associated companies and undertakings (“Gleeson”) is committed to respecting your privacy.

Please read the following notice to understand how your information will be treated. This notice may change from time to time so please check it regularly.

This Gleeson privacy notice applies to all personal information that you or a third party provide to us.

By providing Gleeson with information or using our website you agree to be bound by this notice in respect of the personal information collected about you.

Data Protection

As a data controller we take data protection seriously and comply with all relevant legislation when handling any personal information given or received from you or third parties.

This is the personal data we collect

We may collect some or all of the following information:

- Name
- Address (home and work)
- Telephone contact number/numbers
- Email address
- Date of birth
- Signature
- Correspondence between us
- Residency status and financial information
- Bank account details
- Other related information to support your occupation of the property and to confirm identity
- Photographs and video images including closed circuit television

You will have the opportunity to indicate if you wish to receive marketing and other forms of communications from Gleeson when you provide your personal data to us.

This is how we collect your personal data

- When you contact us in person at one of our Gleeson Homes developments
- When you view our website and submit your information through our web enquiry forms
- When you request further information about our products and services and send your personal data to us through a third party website such as Rightmove or through social media
- When you telephone a Gleeson office
- At the time of reserving a Gleeson home
- During the course of purchasing a property from us
- When you contact our Customer Care department
- When you provide us with any other information we request
- Via closed circuit television cameras on our development sites

This is why we collect your personal data

- To be able to respond to and progress your enquiry needs
- To notify you about changes to our products or services.
- To allow us to inform you of products and services you may be interested in
- To tell you about any releases or new Gleeson Homes developments that may be of interest to you
- To progress your enquiry to reservation and completion of your purchase
- To enable us to help with the progression of your purchase and any customer care required
- To satisfy any legal obligations including Anti-Money laundering checks
- To deal with any questions or claims you may have after you have purchased from us
- For the purpose of maintaining security and for crime prevention
- To notify residents of information as part of our YourWatch® service
- To administer any lease or shared equity arrangements
- So that the management companies of any development site can contact you

This is how we use your personal data

- To inform you of Gleeson products and services
- To ensure that content from our website is presented in the most effective manner for you and for your computer/device
- To progress your enquiry or purchase of a Gleeson product
- To provide you with Customer Services including Customer Care
- To monitor customer satisfaction
- To help assist you with any government schemes that you participate in
- For analytical research
- To register you on Gleeson YourWatch® service if you buy a Gleeson home and to send you updates on security and crime prevention
- To administer any lease or shared equity arrangements

We use Cookies

Please [click here](#) to view the Gleeson Cookie Policy.

This is how we share your personal data

We may share your email address with a third party data processor such as www.mailchimp.com for the purpose of emailer distribution. If at any time you wish to stop receiving these emails you can unsubscribe via the link in the footer of the email or contact us at the address noted at the end of this notice.

We may share your personal data within the Gleeson group of companies.

Should you consider purchasing a property from us we may share your information with selected third parties that work on our behalf, to provide you with a product or service that is relevant to your enquiry or your reservation. These companies are required to ensure appropriate security measures are in place and maintain the confidentiality of your information. These third parties can include, but are not limited to mortgage or finance providers, other legal and professional advisors and Sub Contractors. This information will only be used by us in relation to your enquiry or by third parties for the provision of a related product or service. The information will not be used for any other purpose.

If you move into a Gleeson home we will also share relevant information with conveyancing solicitors, utility providers including Gas, Electric and Water, the National House Building Council (NHBC), estate and management agents, YourWatch® service and to local Council authorities.

Photographs and videos may be shared on our YourWatch® service for purposes of security and crime prevention.

Finally, under limited circumstances, your personal information may be disclosed to third parties as permitted by, or to comply with, applicable laws and regulations, for instance, when responding to subject access requests, proceedings of a court of law or similar legal process, to protect against fraud, and to otherwise cooperate with law enforcement or regulatory authorities.

This is why we are allowed to process your personal data and for how long

We are allowed to process your personal data because we:

- are entering into or have entered into a contract with you, for example to purchase a property;
- have a legal obligation to process your personal data, for example for anti-money laundering purposes: and/or
- have a legitimate business interest in processing your personal data and that interest does not impact your rights and freedoms as a data subject, for example to provide a Customer Care service to you, to allow us to update our records, to monitor the use of our services and to send you marketing/promotions materials for which we believe you have expressed an interest.

Data processed for enquiry purposes will be held for the length of time we are actively selling new homes on the development you have requested information about and other Gleeson developments in the same area or until you ask us to remove it.

If you purchase a home from us we may continue to process your personal data for 15 years or such shorter period as the law may provide or we may select. This comes into effect from the actual completion date of your purchase. If your purchase is assisted by a shared equity scheme we will continue to process your personal data up to 12 years after monies owed to Gleeson have been paid and the contract is completed. If your purchase was under a leasehold arrangement we will continue to process your personal data in respect of the leasing arrangement for the earlier of up to 12 years from either notification that you have sold your Gleeson home or when we no longer have any interest in the property.

If you continue to live in your Gleeson home we shall continue processing your personal data until such time as you either unsubscribe from YourWatch® or notify us that you have sold your Gleeson home.

Storage of your personal Information

We will store digital or hard copy data on our premises or it may be transferred to a secure third party facility for storage. We will keep your information secure by taking appropriate technical and organisational measures.

The information supplied to us via the enquiry forms on our website, or via enquiry forms on third party sites such as Rightmove or Facebook, is held on our computers and servers hosted by third parties.

Your personal data may be processed both within the European Economic Area ("EEA") and outside the EEA. If we process your personal data at a destination outside the EEA we confirm that we have appropriate contracts in place with any third parties based outside the EEA to ensure your data is processed in accordance with applicable data protection laws.

Links from our website

If you reach our website via an external link or click a link to an external site from our website our Privacy Notice will not apply. We are not responsible for the accuracy of third party websites.

Your Rights

When providing your personal data you will be asked how you want us to contact you. You can either unsubscribe or change how we contact you by contacting one of our Sales Negotiators.

Gleeson wants to keep your personal information up to date but will rely on you to advise us if any of the information given has changed.

You have the following rights with respect to your personal information:

- The right to be informed
- The right of access
- The right to rectification
- The right to erasure
- The right to restrict processing
- The right to data portability
- The right to object
- Rights in relation to automated decision making and profiling

Our company registration and data processing registration details

Gleeson Homes and Gleeson Strategic Land operate as divisions of MJ Gleeson plc from the following subsidiary companies:

Gleeson company	Company registered number	Data protection registered number
MJ Gleeson plc	9268016	ZA113503
Gleeson Developments Ltd	848808	Z7561821
Gleeson Regeneration Ltd	3920096	Z7561849
Gleeson Developments (North East) Ltd	3867699	ZA181177
Gleeson Strategic Land Ltd	5181745	ZA249157
Gleeson Strategic Land (Fleet) Ltd	5742750	ZA368520

The registered address of all Gleeson companies is:

6 Europa Court
Sheffield Business Park
Sheffield
S9 1XE

Information Commissioner's Office

You may contact the Information Commissioner's office to log a complaint either via their website: ico.org.uk or by calling 0303 123 1113.

Changes to this Privacy Notice

We are regularly updating our Privacy Notice and any changes will be posted on our website.

Questions

If you have any questions or complaints relating to how we use your personal information, or if you wish to exercise any of your rights regarding your personal information, please write to us at the following address and enclose appropriate identification in order that we may confirm your identity:

Data Protection
MJ Gleeson plc
6 Europa Court
Sheffield Business Park
Sheffield
S9 1XE

This Policy was last updated on 21st May 2018.

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