

# Privacy Policy

DB Property Sourcing Limited



This statement explains the privacy and the data protection practices which apply to DB Property Sourcing Ltd.

Our aim is to safeguard our users' privacy whilst providing a personalised and valuable service. Collecting personal information is necessary if we are to satisfy the expectations and requirements of our users, e.g. by communicating with them and providing an interactive service. We appreciate that you do not want the personal information you provide to us distributed indiscriminately and here we explain what information we collect, what we do with it and what controls you have.

## Data Controller Personal Information We Collect and How It's Used

Any personal information such as name, postal address, telephone number, and email address supplied via this website or email/ phone interaction & completing our website's forms will only be used to provide a requested service and will not be disclosed to any other third party without your prior permission or unless we are required to do so by law. We may contact you in response to your enquiry, to offer requested services or to provide you with property information that you have requested. We do not keep your data for any longer than is necessary.

## Securing Your Personal Information

We are committed to protecting your privacy, we follow strict security procedures to ensure that your personal information is not damaged, destroyed, or disclosed to a third party without your permission, and to prevent unauthorised access. The servers that store your information are kept up to date and secured with appropriate firewalls/virus protection and have restricted access.

## External Links

Our website may contain links to third party sites that we have no control over, if you visit those sites, you should check you are happy with their own privacy policies and terms of use before providing any personal information. In addition, if you linked to our website from a third party, we cannot be responsible for the privacy policies and practices of that third party site.

## Your Acceptance

By using this website or communicate with us, you consent to the collection and use of information by in accordance with our privacy policy. If you do not agree to this policy, please do not continue to use our site, or communicate with us via email. You have the right to withdraw your consent to us using your data and to request that we delete it. To do this, please contact us.

## Your Rights to Your Personal Information

As a user you have the following rights

- A right to be informed about our collection and use of personal information
- A right to access your personal information
- A right to correct your personal information
- A right to ask us to delete your personal information unless we are obliged to retain it for other legal reasons
- A right to restrict or object to the processing or use of your personal information
- A right to report to a supervisory authority about the use of your personal information.
- Accessing Your Data & Complaints.

If you would like to review or revise information you have previously provided to us online, or you have any questions relating to this Privacy Policy, you may do so via our contact us page. We will address your concerns and attempt to solve any problem to your satisfaction. You also have the right to lodge a complaint with the Information Commissioner's Office. For further information about your rights, please contact the Information Commissioner's Office or your local Citizens Advice Bureau.