

## Privacy Policy

Leamy Manders are committed to protecting and respecting your privacy. This policy explains how we collect personal data, how we use it and who we might share it with.

We may review this policy from time to time so please do check for updates. If you have any questions about this privacy policy or the way we process personal data please send an email to [info@leamymanders.co.uk](mailto:info@leamymanders.co.uk). Alternatively, please call us on 020 7190 9620 or write to us at 514 Linen Hall, 162-168 Regent Street, London W1B 5TF.

### *Who we are*

We are Leamy Manders, a company incorporated in England, whose registered office is at Norman House, 8 Burnell Road, Sutton, Surrey SM1 4BW (registered with company number 10810845).

### *How do we collect information from you?*

We collect information from you in the following ways:

- through our website, including cookies
- email, post, fax and mail correspondence with us
- contact via phone
- our social media channels
- in-person contacts with employees
- information we gathered via events, and
- information we receive from external third parties

### *What type of information do we collect from you?*

The personal information we will collect from you might include your name, email address, address, telephone numbers, social media handle, your job title or job description, website browsing behaviour and property preferences.

## Cookies

Our website ([www.leamymanders.co.uk](http://www.leamymanders.co.uk)) incorporates the use of cookies. Cookies are small data text files that are placed on your computer when you visit a website. Cookies help to make websites work efficiently and provide us with information about how our website is used.

We use cookies to enable us to collect standard internet log information and visitor behavioural patterns. Cookies automatically identify your browser whenever you interact with our site. Most web browsers allow some control of most cookies through the browser settings.

You should note that if you do not accept the cookies or subsequently choose to disable cookies, you may not be able to access all the services on our site.

We use a third party service (Google Analytics) to collect standard internet log information and details of visitor behaviour patterns. This helps us to make our site more responsive and to track and manage information relevant to your specific interests. This information is only processed in a way that does not identify anyone.

## Third parties

We will use your data in accordance with the law. We will not sell or rent your information to third parties. We will not share your information with third parties for marketing purposes.

We may pass your information to our third party service providers, agents, subcontractors and other associated organisations for the purposes of completing tasks and providing services to you on our behalf (for example, to send marketing brochures via email or post). However, when we use third party service providers, we disclose only the personal information that is necessary to deliver the service and we have a contract in place that requires them to keep your information secure and not to use it for their own direct marketing purposes.

We would only release your information to a third party outside of this if required to do so legally, for example, to comply with a legal obligation or to enforce or apply our terms of use or to protect the rights, property or safety of our clients. However, we will take steps with the aim of ensuring that your privacy rights continue to be protected.

### *How is your information used?*

The below sections outline how your data will be used.

- To send you information regarding property sales
- To provide property market research
- To provide information about Leamy Manders

### *Your choices and rights*

You have a right to access the personal data we hold about you. You may ask us to update or erase the personal data we hold about you or to restrict the processing we carry out. You can also object to the way we are processing your personal data. To submit a question about the way we process your data or to enforce your rights please contact [info@leamymanders.co.uk](mailto:info@leamymanders.co.uk) with your request.

### *Transferring your information outside the EU*

Personal data in the European Union is protected by the General Data Protection Regulation (GDPR) but some other countries may not necessarily have the same high standard of protection for your personal data. Leamy Manders does not transfer or store any personal data outside the EU.

### *Review of privacy policy*

This policy was last reviewed in May 2018. The content of the policy may be reviewed and changed without prior notice, please visit the policy for any changes.

---

Leamy Manders Limited  
Registered in England and Wales  
No. 10810845

Registered Office:  
Norman House, 8 Burnell Road,  
Sutton, Surrey, SM1 4BW