

Poverest Allotments Limited

Footbury Hill Road, Orpington BR60HP

General Data Protection Regulation

The General Data Protection Regulation (“GDPR”) which came into effect on 25th May 2018 requires us to write to you to inform you about a number of matters relating to the personal data we hold about you and the purposes for which we use it.

All organisations are required, first, to have a lawful basis for holding and “processing” (in other words using) personal data. The basis on which we hold your personal data is the contract we have with you - i.e. the tenancy agreement under which you hold your plot.

The personal data we hold about you is your:

- Name
- Home address
- Telephone number (if provided)
- Email address (if provided)

The necessary purpose for which we hold and use the data is to enable us to communicate with you in connection with your tenancy and your membership of our Company. This is principally for the purpose of sending rent demands and collecting rent, serving you with any notices relevant to your tenancy, and notifying you of any site management or related issues of which we consider that you should be made aware. We may also use it for sending newsletters or bulletins.

No persons other than those who legitimately require it for the purposes stated above have access to the data and it will not be passed on or made available to any other organisation or individual. We will retain the data only for as long as we consider that it is required or of use in connection with these purposes.