

GDPR Matrix	Personal information usually required for a property transaction	Why ashtons hold this information and for how long	Who we receive information from	Where we store your information	Who we share some or all of your information with	Marketing communication	Ability to opt-out of all communication	Ability to have data removed from system
<b>Property Buyer</b>	Name / address Financial info Contact numbers E-mail addresses IP address Address ID / photo ID Signature Limited health data Proof of funds	To comply with money laundering regulations  Five years after the date of the final transaction	The client Money laundering checks Solicitors Financial services Relocation services Surveyors / architects Governing bodies regulating compliance Property portals	Paper files locked in cabinets in alarmed offices  Password protected Computer system	Software providers IT support providers Money laundering checks Website / digital agency Solicitors Financial services Relocation services Surveyors / architects Governing bodies regulating compliance Removal companies The Property Ombudsman	Cross marketing properties Newsletters Promotions	Yes	Yes

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<b>Property seller</b>	Name / address Financial info Contact numbers E-mail addresses IP address Address ID / photo ID Signature	To comply with money laundering regulations  Five years after the date of the final transaction	The client Money laundering checks Solicitors Financial services Relocation services Surveyors / architects Governing bodies regulating compliance Property portals	Paper files locked in cabinets in alarmed offices  Password protected Computer system	Software providers IT support providers Money laundering checks Website / digital agency Solicitors Financial services Relocation services Surveyors / architects Governing bodies regulating compliance Debt collections agency EPC provider Removal companies The Property Ombudsman	Cross marketing properties Newsletters Promotions	Yes	Yes

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<b>Lettings Tenant</b>	Name / address Financial info Contact numbers E-mail addresses IP address Address ID / photo ID Signature Tenancy referencing Smoker Any pets Limited health data Proof of funds Salary information Age of dependants	To comply with money laundering regulations  Five years after the date of the final transaction	The client Money laundering checks Solicitors Financial services Relocation services Surveyors / architects Governing bodies regulating compliance Property portals	Paper files locked in cabinets in alarmed offices  Password protected Computer system	Software providers IT support providers Money laundering checks Website / digital agency Solicitors Financial services Relocation services Surveyors / architects The landlord Governing bodies regulating compliance Debt collections agency Referencing company Inventory company Removal companies Tenancy Deposit Scheme The Property Ombudsman	Cross marketing properties Newsletters Promotions	Yes	Yes

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<b>Lettings Landlord</b>	Name / address Financial info Contact numbers E-mail addresses IP address Address ID / photo ID Signature	To comply with money laundering regulations  Five years after the date of the final transaction	The client  Money laundering checks  Solicitors  Financial services  Relocation services  Surveyors / architects  Governing bodies regulating compliance  Property portals	Paper files locked in cabinets in alarmed offices  Password protected Computer system	Software providers IT support providers Money laundering checks Website / digital agency Solicitors Financial services Relocation services Surveyors / architects Governing bodies regulating compliance Debt collections agency EPC provider Referencing company Inventory company Removal companies Tenancy Deposit Scheme The Property Ombudsman	Cross marketing properties  Newsletters  Promotions	Yes	Yes