

LANDLORD ENQUIRY DATA ANALYSIS

Information held	Who is collecting it	How is it collected	Why is it collected	Lawful basis for processing	Who will it be shared with	How stored	When will it be deleted
Enquirer Name	Belvoir Staff	In office, over the phone, email, self resignation	Identity & to book an appraisal	Consent	Staff	Digitally, paper copy	4 weeks after last enquiry
	Belvoir Staff	In office, over the phone, email, self resignation	To send marketing information about our services, events & news letters	Consent	Staff, Brief your market	Digitally, paper copy	4 weeks after last enquiry
	Belvoir Staff	In office, over the phone, email, self resignation	To refer to Wealth Management	Consent	Staff, Belvoir head office, Wealth management company	Digitally, paper copy	4 weeks after last enquiry
Enquirer Contact Details (telephone, email)	Belvoir Staff	In office, over the phone, email, self resignation	To send marketing information about our services, events & news letters	Consent	Staff, Brief your market	Digitally, paper copy	4 weeks after last enquiry
	Belvoir Staff	In office, over the phone, email, self resignation	To refer to Wealth Management	Consent	Staff, Belvoir head office, Wealth management company	Digitally, paper copy	4 weeks after last enquiry