



Privacy Policy & Notice (GDPR)

This privacy notice explains what personal data (information) we hold about you, how we collect it, and how we use and may share information about you during our management of your development and after it ends. We are required to notify you of this information under the General Data Protection Regulation.

Please ensure you read this notice (sometimes referred to as a “privacy notice” and any other similar notice we may provide to you from time to time when we collect or process personal information about you. This privacy notice contains important information on who we are, how and why we collect, store, use and share personal information, your rights in relation to your personal information and on how to contact us and supervisory authorities in the event you have a complaint.

1. YOUR INFORMATION

We are committed to protecting your privacy and respecting your data. This privacy policy outlines our commitment to you so that you feel confident about the security of your information.

Leasehold Management Professionals Limited collects, uses and is responsible for certain personal information about you. When we do so we are regulated under the General Data Protection Regulations which applies across the European Union (including in the United Kingdom) and we are responsible as ‘controller’ of that personal information for the purposes of those laws. In this privacy notice, references to “we” or “us” means Leasehold Management Professionals Limited

2. DATA PROTECTION PRINCIPLES

We will comply with the data protection principles when gathering and using personal information, as set out in GDPR data protection policies

3. MAILING LIST SUBSCRIBER

When you sign up to receiving emails from us, we will ask for the following minimal amount of information:

- First and last name
- Company
- Email address

This data is then stored within Mailchimp so that we can easily and securely send you an email to notify you of our latest events and activities.

4. HOW WE USE YOUR PERSONAL INFORMATION

We will typically collect and use this information for the purposes of our legitimate interests or those of a third party, but only if these are not overridden by your interests, rights or freedoms.

We seek to ensure that our information collection and processing is always proportionate. We will notify you of any material changes to information we collect or to the purposes for which we collect and process it.

5. SPONSORS & ADVERTISERS

We engage with sponsors for our events. We only share with them the names of companies that attend, we never release specific information on individuals or their contact details.

6. MAILCHIMP

We use MailChimp to store our data which complies with Privacy Shield Guidelines for how your data is securely looked after. More information about Privacy Shield can be found [here](#).

7. COOKIES

When you visit our website, we use cookies to track visitors and identify things like the most popular pages. This information does not allow us to directly identify you; instead it allows us to see what pages have been visited.

If you do not wish to use cookies while browsing our website, you should disable them within your browser or change your cookie settings.

This cookie information is stored in Google Analytics for up to 38 months. You can view the [Google Analytics Privacy Policy here](#).

8. ACCESSING YOUR INFORMATION

If you would like to access the information that we hold about you, please email us your request to info@the-lmp.org.uk and we will provide this to you within 7 days.

9. UNSUBSCRIBE

If at any point you wish to unsubscribe from receiving our emails, you can do this a number of ways:

- Clicking the unsubscribe button at the bottom of any of our emails and you will immediately be unsubscribed.
- Advise us by email to info@the-imp.org.uk and you will be unsubscribed from our list within 72 hours, we will confirm by email that you have been removed.

10. USEFUL INFORMATION

Your information is important to us and we will look after it. We do not sell it to third parties nor will we spam you. We have security measures in place to seek to ensure that there is appropriate security for the information we hold under GDPR data protection policies.

Our privacy policy will be updated when required and you can see the date below of our latest policy.

25th May 2018