

PRIVACY POLICY

This is the Privacy Policy of Marriotts Property LLP and Marriott Brown Ltd. In this document, “we”, “our” or “us” refer to either or both companies.

INTRODUCTION

This Privacy Policy explains when and why we collect personal information about people who visit our website and clients who engage our services, how we use it, the conditions under which we may disclose it to others and how we keep it secure.

We may change this Privacy Policy from time to time so please check this page occasionally to ensure that you are happy with any changes. By using our website, you are agreeing to be bound by this Privacy Policy.

At Marriotts Property LLP and Marriott Brown Ltd we are committed to protecting and respecting your privacy. Any questions regarding this Privacy Policy and our privacy practices should either be sent by email to property@marriotts.co.uk, in writing to Marriotts Property LLP, 9 Market Place, Faringdon, Oxfordshire SN7 7HL, or by telephoning 01367 242422.

WHO ARE WE

Marriotts Property LLP is a Limited Liability Partnership and Marriott Brown Ltd is a Limited Company, each of Chartered Surveyors. The Registered Address for both is 9 Market Place, Faringdon, Oxfordshire SN7 7HL, and Registration Number is OC384039. We are registered by RICS (004596 and 037597 respectively) and hold ISO Certificates of Registration ZA047600 and Z3036618.

We are a professional firm providing clients with informed advice in the Commercial, Development, Residential and Rural sectors.

HOW DO WE COLLECT INFORMATION FROM YOU

We obtain information about you when you use our website, for example when you contact us to enquire about a property.

WHAT TYPE OF INFORMATION IS COLLECTED FROM YOU

The personal information we collect might include your name, address, email address, IP address, and information regarding what pages are accessed and when.

HOW YOUR INFORMATION IS USED:

When you contact us via our website or engage us in a service we provide, or otherwise agree to our Terms and Conditions, a contract is formed between you and us. In order to carry out our obligations under that contract, we must process information supplied by you, and some of this information may be personal. We may use this in order to:

- send you details of property you have enquired about;
- send you communications which you have requested and that may be of interest to you;
- carry out our obligations arising from any contracts entered into by you and us;
- verify your identity for security purposes;
- seek your views or comments on the services we provide;
- notify you of changes to our services;

We process this information on the basis there is a contract between us, or that you have requested we use the information before we enter into a legal contract.

Personal information relating to our service will be held on our systems for as long as is necessary for the relevant activity, or as long as is set out in any relevant contract you hold with us or as long as you have requested.

We are subject to the law and sometimes must process your information in order to comply with statutory obligations. For example, we may be required to give information to legal authorities if they so request or if they have the proper authorisation such as a search warrant or court order. This may include your personal information.

WHO HAS ACCESS TO YOUR INFORMATION

- We will not sell or rent your information to third parties.
- We will not share your information with third parties for marketing purposes.

Third Party Service Providers working on our behalf: 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 you mailings).

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. Please be assured that we will not release your information to third parties for them to use for their own direct marketing purposes, unless you have requested us to do so, or we are required to do so by law, for example, by a court order or for the purposes of prevention of fraud or other crime.

YOUR CHOICES

You have a choice about whether or not you wish to receive information from us. If you do not want to receive direct marketing communications from us about our complimentary services, then you can select your choices by ticking the relevant boxes situated on the form on which we collect your information.

We will not contact you for marketing purposes by email, phone or text message unless you have given your prior consent. You can change your marketing preferences at any time by contacting us at property@marriotts.co.uk.

UPDATING YOUR INFORMATION

The accuracy of your information is important to us.

If you change your email address, telephone numbers or postal address, or if any other information we hold may be out of date, please advise us at property@marriotts.co.uk, or by writing to Marriotts Property LLP, 9 Market Place, Faringdon, Oxfordshire SN7 7HL.

You have the right to ask for a copy of the information Marriotts Property LLP and/or Marriott Brown Ltd hold about you.

SECURE SOCKETS LAYER (SSL)

When you give us personal information, we take steps to ensure that it is treated securely. Our website is hosted on a secure server and you will see a lock icon at the top of the page and 'HTTPS' in front of the page URLs.

The 'S' at the end of HTTPS stands for 'Secure'. It means all communications between your browser and our website are encrypted. HTTPS is often used to protect highly confidential online transactions but we use it to ensure all your data is protected.

PROFILING

We may analyse your personal information to create a profile of your interests and preferences so that we can contact you with information relevant to you. We may make use of additional information about you when it is available from external sources to help us do this effectively. We may also use your personal information to detect and reduce fraud and credit risk.

USE OF 'COOKIES'

Like many other websites, the Marriotts Property LLP website uses cookies. 'Cookies' are small pieces of information sent by an organisation to your computer and stored on your hard drive to allow that website to recognise you when you visit. They collect statistical data about your browsing actions and patterns and do not identify you as an individual. For example, we use cookies to store your preferences and provide analytics. This helps us to improve our website and deliver a better, more personalised service.

It is possible to switch off cookies by setting your browser preferences. Turning cookies off may result in a loss of functionality when using our website.

LINKS TO OTHER WEBSITES

Our website may contain links to other websites run by other organisations. This privacy policy applies only to our website, so we encourage you to read the privacy statements on the other websites you visit. We cannot be responsible for the privacy policies and practices of other sites even if you access them using links from our website.

In addition, if you linked to our website from a third party site, we cannot be responsible for the privacy policies and practices of the owners and operators of that third party site and recommend that you check the privacy policy of that third party site.

WEBSITE RECORDING

Our website may use website recording services. These may record mouse clicks, mouse movements, page scrolling and any text keyed into website forms. The information collected does not include bank details or any sensitive personal data. Data collected by services is for Marriotts Property LLP's and Marriott Brown Ltd's internal use only. The information collected is used to improve our website usability and is stored and used for aggregated and statistical reporting.

JOB APPLICATION AND EMPLOYMENT

If you send us information in connection with a job application, we may keep it for up to three years in case we decide to contact you at a later date.

If we employ you, we collect information about you and your work from time to time throughout the period of your employment. This information will be used only for purposes directly relevant to your employment.

16 OR UNDER

We are concerned to protect the privacy of minors and do not offer our services to anyone under 16. If you are aged 16 or under, please do not provide us with personal information on our website.

REVIEW OF THIS POLICY

We keep this Privacy Policy under regular review and may choose to update it from time to time as necessary. We advise you to check the terms on the day you use our website or enter into agreement with Marriotts Property LLP or Marriott Brown Ltd.

This Policy was last updated in May 2018.