

GTC Appraisals Limited (“GTC”) – Privacy Policy

GTC acts for Banks, Asset Based Lenders, Accountants, Lawyers and Commercial Businesses. GTC will take all reasonable commercial steps to protect your privacy to comply with the EU General Data Protection Regulation (GDPR) in its capacity as Data Controller and Data Processor in relation to the services we offer our clients.

Who is Collecting Data

Data will be collected by GTC.

Data We Collect

GTC collects the following categories of personal data:

Contact data: We may collect information such as name and contact details (email, phone number, etc.) in order to communicate and facilitate the provision of our services with our clients or potential clients. For example, contact details of individuals who work for or on behalf of the clients, in order to carry out the client's engagement with GTC.

Services data: Personal data may be provided to us by clients to the extent required to perform the services. In some circumstances GTC may also acquire personal data from a third party on the instruction of our client as required to perform services.

Marketing information: Subject to the scope of our clients' instruction, we may collect information to respond to inquiries to provide specific information memorandums and periodically notifications of business sales and asset disposals.

Website: GTC does not use cookies to collect data or any other information about your visit such as your IP address.

Clients and other Third parties who provide personal information to GTC must do so in compliance with the current data privacy regulations and as per their privacy policy.

Processing of Personal Data

Generally, we will collect, use and hold your information for the purposes of:

To perform the services requested by clients pursuant to a letter of engagement and/or service level agreement, where the processing is necessary for our legitimate business interests in conducting and managing our business.

For business purposes to advise you through e-mail, phone call, or social media about other products or services that we think will be of interest to you.

To facilitate the process of payments and transactions including: Accounting, Authorisation, Billing, Collection and Reconciliation.

To protect against and prevent fraud, unauthorised transactions and money laundering in compliance with identity checks as required by legislation.

You can ask us or third parties to stop sending you marketing messages at any time by following the opt-out links on any marketing message sent to you or by contacting us at any time. Where you opt out of receiving these marketing messages, this will not apply to personal data provided to us as a result of the provision of a service or any other transaction.

How Data is Processed

Personal data is processed both manually and electronically in accordance with the above-mentioned purposes and in compliance with current regulations.

Data Retention

GTC will retain personal data for a reasonable period, considering business requirements to retain such information. We may retain your personal data where such retention is necessary for compliance with a legal obligation to which we may be subject.

Disclosure/Sharing of Personal Data

We only share your personal data with your consent or in accordance with this policy. We will not otherwise share, sell or distribute any of the information you provide to us except as described in this Privacy Notice.

GTC may be required to disclose personal data in response to lawful requests by public authorities, including meeting national security or law enforcement requirements.

If GTC's business enters into a joint venture with or is merged with another business entity, your information may be disclosed to our new business partners.

How Do We Protect Your Data?

We will take appropriate technical and organisational precautions to secure your personal data and to prevent the loss, misuse or alteration of your personal data. We will store all your personal data on cloud-based servers and in secure manual recordkeeping systems.

International Transfers

We do not transfer your personal data outside the European Economic Area (EEA).

Your Legal Rights

Request access to your personal data (commonly known as a "data subject access request"). This enables you to receive a copy of the personal data we hold about you and to check that we are lawfully processing it.

Request correction of the personal data that we hold about you. This enables you to have any incomplete or inaccurate data we hold about you corrected, though we may need to verify the accuracy of the new data you provide to us.

Request erasure of your personal data. This enables you to ask us to delete or remove personal data where there is no good reason for us continuing to process it. You also have the right to ask us to delete or remove your personal data where you have successfully exercised your right to object to processing (see below), where we may have processed your information unlawfully or where we are required to erase your personal data to comply with local law. Note, however, that we may not always be able to comply with your request of erasure for specific legal reasons which will be notified to you, if applicable, at the time of your request.

Object to processing of your personal data where we are relying on a legitimate interest (or those of a third party) and there is something about your particular situation which makes you want to object to processing on this ground as you feel it impacts on your fundamental rights and freedoms. You also have the right to object where we are processing your personal data for direct marketing purposes. In some cases, we may demonstrate that we have compelling legitimate grounds to process your information which override your rights and freedoms.

Request restriction of processing of your personal data. This enables you to ask us to suspend the processing of your personal data in the following scenarios: (a) if you want us to establish the data's accuracy; (b) where our use of the data is unlawful but you do not want us to erase it; (c) where you need us to hold the data even if we no longer require it as you need it to establish, exercise or defend legal claims; or (d) you have objected to our use of your data but we need to verify whether we have overriding legitimate grounds to use it.

Request the transfer of your personal data to you or to a third party. We will provide to you, or a third party you have chosen, your personal data in a structured, commonly used, machine-readable format. Note that this right only applies to automated information which you initially provided consent for us to use or where we used the information to perform a contract with you.

Withdraw consent at any time where we are relying on consent to process your personal data. However, this will not affect the lawfulness of any processing carried out before you withdraw your consent. If you withdraw your consent, we may not be able to provide certain products or services to you. We will advise you if this is the case at the time you withdraw your consent.

Please contact info@gtcappraisals.co.uk if you wish to exercise any of the rights set out above.

Providing Information to GTC

If you choose not to provide certain personal information, it may be an impediment to the exchange of information necessary for the execution of the provision of services offered by GTC.