



Privacy statement – house reservation

This notice explains how we obtain, use and erase personal data (information) about you. Please ensure that you read this notice in conjunction with the Hills Group privacy statement (link below) and any other notice we may provide to you from time to time when we collect or process personal information about you.

Hills Home Developments Limited (referred to as Hills Homes, we or us) is a 'data controller' for the purposes of the retained EU law version of the General Data Protection Regulations (UK GDPR) and gathers and uses certain information about you as set out below.

1. Your personal information and how we use it

- 1.1. The personal information you supply when completing a reservation form is only used by Hills Homes for the purposes of progressing the sale and entering into a contract with you to purchase the property being reserved. You are responsible for ensuring that the information you provide us is accurate and up to date. It is therefore important that you notify us promptly of any changes to the information you have provided to us.
- 1.2. We will share your personal information, as required, with the selling agent and solicitors appointed to act on our behalf in connection with your purchase from us of the property being reserved. In addition, for the purposes of administration connected with your purchase your personal information may be shared with other Hills Group companies details of which can be provided on request.

We will only disclose your personal information to third parties if we are legally obliged to do so or the business has an overriding legitimate business reason (e.g. with legal advisers or regulators in the event of an internal or legal process). Where we do share your information we will ensure that safeguards are in place to protect it.
- 1.3. If your contract is subject to special arrangements or additional terms, on completion of your purchase we will share your personal details with our appointed contractors to fulfil our contractual requirement to you.
- 1.4. If you consent, on reservation to purchase your new home from Hills Homes, we will provide your email address to Spaciable.com - an online portal that provides you with a secure online platform to assist you with managing the house buying process and its aftercare. Use of this service is subject to the Spaciable's privacy policy available on their website.
- 1.5. All Hills Homes' properties are sold with a NHBC warranty. Details of your purchase will be supplied to the NHBC to register your warranty. We will dispose of all of your personal information in a secure manner in accordance with our retention policy. Please contact us if you require further information.
- 1.6. If you are using the help to buy scheme to purchase your property, the company will hold and retain any personal information provided to us as a "help to buy provider" under the scheme in accordance with the agreement between Homes England and ourselves. Under this agreement we are required to delete this data following the legal completion of your property purchase.
- 1.8. We will not transfer your personal information outside of the EEA.

2. Your rights

- 2.1. Under the UK GDPR and The Data Protection Act 2018 (DPA) you have a number of rights with regard to your personal data. You have the right to request from us access to and rectification or erasure of your personal data, the right to restrict processing, object to processing as well as in certain circumstances the right to data portability.



- 2.2. You have the right to lodge a complaint to the Information Commissioners' Office if you believe that we have not complied with the requirements of the GDPR or DPA with regard to your personal information.
- 2.3. If you have any concerns as to how your information is processed you can contact the Company secretary who acts as the Data Protection Officer at: info@hills-group.co.uk or you can write to the Company secretary, Wiltshire House, County Park Business Centre, Shrivenham Road, Swindon, SN1 2NR.

Further information about the company and Hills Group privacy policy can be found on our website at www.hills-homes.co.uk