



Tate Surveying Services Ltd
Freedom Works
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East Sussex BN3 6HA
Tel: 01273 031646

Email: info@tatesurveyingservices.co.uk

Website: www.tatesurveyingservices.co.uk

Registered in England and Wales No. 10985661

VAT No. 283 4554 83

Registered Office: 25 Clinton Place, Seaford, East Sussex, England, BN25 1NP

PRIVACY NOTICE

Welcome

This privacy notice explains how Tate Surveying Services Ltd ('we', 'our' or 'us') collects, uses, stores and protects your personal data when you enquire about or use our services. It should be read together with our Website Privacy Policy.

Who we are

Tate Surveying Services Ltd is the data controller responsible for your personal data.

Responsible person: Marc Tate

Email: info@tatesurveyingservices.co.uk

Telephone: 01273 031646

1. Personal data we collect

- Identity data
- Contact data
- Property information
- Survey information (including photographs, captions and inspection observations)
- Financial and transaction data
- Technical and website usage data
- Marketing and communication preferences

2. How we use your personal data

- Providing quotations and surveying services.
- Preparing and delivering survey reports.
- Managing our relationship with you.
- Meeting legal, regulatory and professional obligations.
- Improving our services and responding to enquiries.

Use of AI-assisted report preparation

We use AI-assisted tools to assist with the preparation of survey reports. To do this, we may process your name, property address, survey photographs, photograph captions, inspection observations and other information reasonably necessary to prepare your report, including the Key Property Facts report and Energy Performance Certificate where relevant.

We have configured our AI-assisted tools so that information submitted for report preparation is not used to train AI models, in accordance with the protections provided by our AI service provider.

Only the information reasonably necessary to prepare your report is shared with the AI-assisted tool. Financial information, payment details, identity documents and other personal information that is not relevant to the preparation of your survey report are not processed using AI-assisted tools.

Every survey report is reviewed, completed and, where necessary, amended by the inspecting qualified RICS surveyor before it is issued. All condition ratings, professional opinions, recommendations and conclusions are those of the surveyor and are not generated or determined by the AI-assisted tool.

Tate Surveying Services Ltd remains responsible for ensuring that your personal data is processed securely and in accordance with applicable data protection legislation.

Further information about our use of AI-assisted tools and the processing of personal data is available on request.

3. Lawful basis for processing

We process personal data where necessary to perform our contract with you, comply with legal obligations, pursue our legitimate business interests, or where you have given consent.

4. Sharing your personal data

We may share personal data with trusted contractors, consultants, software and cloud service providers, professional advisers, insurers and regulatory authorities where necessary to provide our services or where required by law. We require such organisations to protect your personal data.

5. International transfers

Where service providers process personal data outside the UK, we ensure that appropriate safeguards are in place in accordance with UK data protection legislation.

6. Data retention

We retain personal data only for as long as reasonably necessary to fulfil the purposes for which it was collected, to comply with legal, regulatory and professional obligations, and to resolve disputes.

7. Your rights

- Access your personal data
- Request correction
- Request erasure where applicable
- Restrict or object to processing
- Request data portability where applicable
- Withdraw consent where processing is based on consent

- Complain to the Information Commissioner's Office (www.ico.org.uk)

8. Changes to this notice

We may update this Privacy Notice from time to time. The latest version will always be available on request and on our website.