

Associação de Proprietários da Quinta da Encosta Velha (APQEV) (Quinta da Encosta Velha Owners Association [OA])

Privacy Notice for Long-Term Tenants

The Quinta da Encosta Velha Owners Association (the Association) wishes to make you aware that it holds personal information related to you.

The Association values your personal information and treats it with respect. The Association has procedures in place to ensure that your personal information is:

- held securely
- restricted to information required by the Association to carry out its activities*
- available only to authorised individuals
- used only for its intended purposes
- removed when no longer required

The personal information related to you which may be held by the Association may include:

- Your name and contact details
- The number of the QEV property in which you are a tenant
- CP Box number assigned to you, if applicable
- Name and contacts details of the property manager (or local key holder) appointed by the property owner
- CCTV images from cameras around the perimeter of the Urbanisation in which you are recognisable

Under the new EU data protection law – the General Data Protection Regulation (GDPR) – the Association may hold personal information related to you because it needs that information to perform its activities.

You do not have the right to opt out from your personal information being held by the Association. However, should you wish to see the personal information which the Association holds on you, you should email managementboard@qevoa.co.uk and the information will be supplied within a month. You may request CCTV images in which you are recognisable and they will be supplied provided that:

- You make the request in writing
- You specify the date and time, and the location in which you are interested
- You provide proof of identity
- You provide a description of yourself, and
- You pay a fee of €10 to the Association

* The Association's activities are described in the Articles of Association and in the Rules which can be found on the General Meetings page of the Association's website www.qevoa.co.uk