landlord’s address

tenant’s address

date

Dear Name of the tenant(s)

**Privacy notice**

**Private residential tenancy of** property address

This privacy notice is being issued to comply with obligations under the General Data Protection Regulation.

Your personal information will be held for the purpose of administering and managing the tenancy.

Your personal information:-

1. may be shared with the local authority in connection with taxes and any other associated charges;
2. will be shared with a tenancy deposit administrator per legislative requirements and

3.  will be shared with \_\_ \_\_\_\_ \_\_\_\_\_     \_\_\_\_\_ \_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| *Utility Companies*  |  |  *In order to ensure compliance with applicable law e.g Council* |

Yours sincerely

Name/s of landlord