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## Tenant Privacy Statement

**Pine State Property Management must ensure that you fully understand our Privacy Policy and the manner in which your private information may be used in order to fulfil our role as professional property managers. Please take the time to read this Privacy Statement carefully and once completed, please sign and return it to this office.**

As professional property managers, Pine State Property Management collects personal information about you. You can ask to access the information Pine State Property Management holds about you, by contacting the office, in writing, at PO Box 359 Bangor, Maine 04402 or via email at [pinestatepropertymanagement@gmail.com](mailto:pinestatepropertymanagement@gmail.com)

### Collection and disclosure of personal information

As professional property managers, we collect your personal information to assess the risk in providing you with the lease/tenancy of the premises you have requested and for the ongoing management of your tenancy agreement. To carry out this role when processing your application, during the term of your tenancy and for some time thereafter, we are often required to disclose your personal information to one or more of the following:

- The landlord
- The landlord's lawyers, mortgagee or insurer
- Referees you have nominated
- Organisations or trades people required to carry out maintenance to the premises
- Rental bond authorities or rent bond insurance providers
- Residential Tenancy Tribunals & courts
- Mercantile agents
- Other real estate agents & landlords

If your personal information is not provided to us and you do not consent to the uses to which we put your personal information, we cannot properly assess the risk to our client, or carry out our duties as professional property managers. Consequently, we then cannot provide you with the lease/tenancy of the premises. We request that you please sign below to acknowledge that you fully understand Pine State Property Management's Privacy Policy and the manner in which your private information may be used.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date