Subject matter of processing:	Client and transaction details for the provision of legal services
Duration of Processing:	The Subscription Term
Nature of Processing:	Client inception and arranging payments on account
Business Purposes:	Legal services
Personal Data Categories:	Name & contact data and financial data
Data Subject Types:	Clients and prospective clients of the User

Approved Subcontractors:

3rd Party Providers	**Service Provided**	**Location of Service**	**Shared Information**
Microsoft	All our services, databases, document stores	UK South	All data is hosted on this platform
FormEvo	Law Society Transaction Protocol (TA Forms)	UK Based	We share the client name, property address to merge data to the Law Society TA protocol forms.
Credas	Identity Checks	UK based	Credas receive a name, email address and will then store the ID result.
HM Land Registry	Official Copy Entries of Property Register	UK based	We share a post code, address to retrieve Official Copies of the Register
Loqate / Postcode Anywhere	Postcode address lookup	Data centres are UK, Europe, US and Australia	We share a post code and house/property name to auto-populate an address picker.
Text Anywhere	SMS Messages	UK Based	We distribute texts using this service and will therefore share a mobile number – no other personal data is shared from our service.
SMTP2GO	Sending emails	Netherlands	We send emails via this service on your behalf.
Capita (Pay 360)	Payment Processing	UK based	We share name and billing address to verify card holder. We DO NOT store any card details.
Armalytix	Source of funds checking	UK Based	We share an email address. We DO NOT store any card details.