

Privacy & Communications Policy

Stone Gate Property Group

Effective Date: September 19, 2025

Stone Gate Property Group is committed to protecting the privacy and confidentiality of the personal information entrusted to us by tenants, property owners, vendors, and other stakeholders. This Privacy & Communications Policy outlines how we collect, use, store, and protect personal information, as well as how we manage electronic communications, including SMS/text messaging.

Information We Collect

Identifying details such as name, mailing address, phone number, and email address.

Lease, ownership, and property-related information necessary for the performance of management duties.

Communication preferences provided by tenants, property owners, and vendors.

Purpose of Data Use

Lease and property management services.

Service and maintenance coordination.

Payment reminders, account notifications, and property updates.

Regulatory compliance and legal obligations.

Stone Gate Property Group does not sell, rent, or disclose personal information to third parties for marketing or solicitation purposes.

SMS/Text Messaging Policy

Stone Gate Property Group may communicate with clients and tenants via SMS/text messages for time-sensitive notifications, including but not limited to:

- Rent payment reminders.
- Maintenance requests and scheduling.
- Emergency or urgent property-related alerts.
- General property management updates.

Consent: By providing a mobile telephone number, you expressly consent to receiving SMS/text messages from Stone Gate Property Group. Standard messaging and data rates may apply, and recipients may opt out at any time by following the provided instructions.

Data Security

We implement commercially reasonable administrative, technical, and physical safeguards designed to protect personal information from unauthorized access, use, or disclosure. Access to personal data is limited to authorized personnel with a legitimate business need.

Data Retention

Personal information will be retained only for as long as necessary to fulfill the purposes described in this Policy or as required by applicable laws and regulations.

Contact Information

For questions regarding this Privacy & Communications Policy, or to exercise your communication preferences, please contact us:

Stone Gate Property Group

Email: admin@stonegate-property.com

Phone: (570) 545-6188

Address: Kingston, PA