# COOKIE POLICY

Last updated: August 11, 2021

We use cookies to help improve your experience of our Website. This Cookie Policy is part of our Privacy Policy, and covers the use of cookies between your device and our Website. We also provide basic information on third-party services we may use, who may also use cookies as part of their service, though they are not covered by our policy.

PLEASE READ THIS COOKIE POLICY CAREFULLY.

## DEFINITION OF A COOKIE

A cookie is a small piece of data that a Website stores on your device when you visit the Website, typically containing information about the website itself, a unique identifier that allows the website to recognise your web browser when you return, additional data that serves the purpose of the cookie, and the lifespan of the cookie itself.

Cookies are used to enable certain features, to track website usage (e.g. analytics), to store your user settings (e.g. timezone, notification preferences), and to personalise your content (e.g. advertising, language).

Cookies set by the website you are visiting are normally referred to as "first-party cookies", and typically only track your activity on that particular website. Cookies set by other websites and companies (ie. third parties) are called "third-party cookies", and can be used to track you on other websites that use the same third-party service.

## TYPES OF COOKIES WE USE

We use the following cookies:

- Strictly necessary cookies. These are cookies that are required for the operation of our website. They include, for example, cookies that enable you to log into secure areas of our website, or make use of the e-billing services.
- Analytical/performance cookies. They allow us to recognize and count the number of visitors and to see how visitors move around our website when they are using it. This helps us to improve the way our website works, for example, by ensuring that users find what they are looking for easily.
- Functionality cookies. These are used to recognize you when you return to our website. This enables us to personalize our content for you, greet you by name and remember your preferences (for example, your choice of language or region).

## THIRD-PARTY COOKIES

We may employ third-party companies and individuals on our websites – for example, analytics providers and content partners. We grant these third parties access to selected information to perform specific tasks on our behalf. They may also set third-party cookies in order to deliver the services they are providing. Third-party cookies can be used to track you on other websites that use the same third-party service. As we have no control over third-party cookies, they are not covered by this cookie policy.

## CONTROL OR OPT OUT OF COOKIES

If you do not wish to accept cookies from us, you can instruct your browser to refuse cookies from our website. Most browsers are configured to accept cookies by default, but you can update these settings to either refuse cookies altogether, or to notify you when a website is trying to set or update a cookie.

If you browse websites from multiple devices, you may need to update your settings on each individual device.

Although some cookies can be blocked with little impact on your experience of a website, blocking all cookies may mean you are unable to access certain features and content across the websites you visit.

**CONTACT DETAILS**

If you have questions regarding our Cookie Policy, please contact us at info@toolzo.com.