

Please amend any text or sections as you feel appropriate.

All red lettering needs to be amended and deleted.

For a more personalised appearance, please print on your company letterhead or add your company logo.

COOKIE POLICY

OUR USE OF COOKIES

Our website uses cookies to distinguish you from our other users. This assists us in providing you with a good user experience when you browse our website. It also permits us to make improvements our site when required.

A cookie is a piece of data that we store on your computer, if you agree, whilst browsing our website. They provide us with details of your browsing activity.

No cookies can harm your computer in any way – they do not change data and cannot infect your computer with viruses or malware.

Third Party Clauses - Please note that third parties (including advertising networks and providers of external services) may use cookies of which we have no control over. We cannot accept any liability for third party compliance with its legal obligations.
[Detail third parties]

You are able to block cookies by activating the setting on your browser which will permit you to refuse the setting of all or some cookies. If you alter your browser settings to block all cookies (including essential cookies) you may find sections within our website inaccessible.

Aside from all essential cookies, cookies will expire after **[Insert cookie expiry timeframe]**.

We use the following cookies: **(AMEND/ADD AS APPROPRIATE)**

Analytical/performance cookies – These allow us to recognise and count the amount of visitors to our website. We can monitor how our visitors manoeuvre around our website. This helps us to improve the way our website works, by ensuring that users quickly find what they are searching for.

Functionality cookies - These cookies recognise returning visitors to our website. They help us to greet you personally, personalise our content for you, remember your preferences (i.e. location or language).

Strictly necessary cookies - These are needed for the optimal operation of our website. They include the cookies that enable you to log into secure areas, use a shopping cart or make use of our e-billing services.

Targeting cookies - These cookies record your visit to our website. They keep a record of the pages you have visited, and the links you have followed. We use this information to make our website and the advertising personalised and relevant to your interests. **[We may share this information with selected third parties for advertising purposes.]**

How and why we use cookies:

Cookie Title	Cookie Purpose	More information
Enter the title of the cookie	Describe why the cookie is used	Create a link or highlight any further relevant information
<p>EXAMPLE</p> <p>sv893-[xxx]</p>	<p>EXAMPLE</p> <p>This cookies is essential for our site to enable us to:</p> <p>Used to see how people interact with our page. Provides us with insights into what people look at, patterns of behaviour and preferences whilst on our website.</p> <p>1 year duration</p> <p>Helps us improve our visitor experience</p>	

Please do not hesitate to contact us should you have any queries with regards to our cookies and implemented policies. **[Delete if required]**