

Privacy Policy

C.M.S. di Tutolo Mauro & C. is committed to protecting your privacy. We value our visitors and endeavour to create an enjoyable and safe experience when visiting our website.

This privacy policy sets out how we use and protect any information that you give when you use this website. We are committed to ensuring that your privacy is protected. We may change this policy from time to time by updating this document. You should check this document from time to time to ensure that you are happy with any changes.

Information collected by our website

We only collect anonymous statistics about your visit, like which of our pages you viewed. Some third parties like *Facebook* and *Twitter* may know you visited this website, if you use their services. We cannot control them, but we do not believe this knowledge poses any threat to you.

We never share, sell, distribute or lease your data with third parties unless we are required by Law to do so.

Measuring our visitors

We measure visitors to our website using *Google Analytics*. This records what pages you view within our site, how you arrived at our site and some basic information about your computer. All of that information is anonymous – so we do not know who you are; just that somebody visited our site.

The information we collect from analytics helps us understand what parts of our sites are doing well, how people arrive at our site and so on. Like most websites, we use this information to make our website better.

You can learn more about Google Analytics or opt out if you wish.

External Links

Our website may contain links to other websites of interest (e.g. *Apple, Google, Twitter, Facebook,* etc.). However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Emails

We may send you email notifications regarding your service (such as invoices) or which you have specifically requested (such as support information). You have the ability to opt out of any of this communication at any time.

We will never provide your personal information or email address to any third parties.

Cookies

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyze web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

We use traffic log cookies to identify which pages are being used. This helps us analyze data about web page traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes.

Overall, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us. You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of our website.

Cookies deployed by our website:

- ensure that functionality operates as intended;
- track your visit for statistical analysis, allowing us to improve the usability, speed and security of our website.

Cookies are not deployed to:

- collect any personal identifiable information;
- collect any sensitive information;
- pass data to advertising networks;
- pass personally identifiable data to third parties.

Your consent for cookie deployment by our website

Upon your first visit to our website, you may have noticed our banner alerting you to the use of cookies by our website. In compliance with the 2011 EU Cookie Law, our website operates on an 'Implied Consent' basis. This means that we will assume that you have opted-in for our website to deploy cookies until you choose to deactivate them within your browser settings or via the instructions below. By default, the majority of popular web browsers automatically permit websites to deploy cookies onto your device. Below you can learn more about the specific cookies deployed by our website, and how they can be disabled. For more

information on the EU Cookie Law, we recommend visiting the <u>European Commission</u> website where you can find the latest information, guidelines and advice on the EU Cookie Law.

Cookies used by our website

Analytical Tracking

Our website has *Google Analytics* installed which allows us to track and compile anonymous visitor statistics. The information collected ranges from simple traffic volume to the type of browser you are viewing our website with. This information is valuable to us not just for marketing analysis and quantification, but to improve the usability, security and load speed of our website content. *Google Analytics* is a popular, secure, flagship webmaster product from Google. The privacy and security of *Google Analytics* data is a high priority at Google that you can read more about on <u>Google's Analytics Data Safeguarding</u> page. Google also offer a <u>Google Analytics Opt-out Browser Add-on</u> that will allow you to automatically opt-out of all websites that track your activity via *Google Analytics*. No personal information is collected by *Google Analytics*.

Cookie Consent Check

As mentioned above, upon your first visit our website displays a banner at the bottom of the page alerting you about cookies being deployed by our website. In order for our website to remember your choice of opting-in, we store an anonymous cookie to remove the alert banner for 1 day. To prevent this cookie being stored, simply do not accept and close the alert. If you have already accepted the alert and you wish to remove the cookie, please clear your cookies within your browser settings.

Actual cookies deployed

Below is a table of information which lists all cookies deployed and used on our website.

Cookie Category	Cookie Name	Cookie Description
Cookie Consent	complianceCookie	This cookie is set by our website once you have seen
		and acknowledged our cookie banner. This cookie will
		expire and automatically delete itself after one day.
Google Analytics	_ga, _gat	The single default cookie for Google Universal
(Universal)		Analytics. This sole cookie used by Google Analytics
		stores a unique client identifier (Client ID) which is set
		randomly. This cookie is set to expire after 24 months
		(2 years) and is refreshed each time you visit our
		website.
Google Analytics	_utma	A Google Analytics cookie, which keeps track of the
(Classic)		number of times, a visitor has been to the site, when
		their first visit was, and when their last visit occurred.
	_utmb	A Google Analytics cookie, which creates a timestamp
		of the exact moment when a visitor enters a site.
	_utmc	A Google Analytics cookie, which creates a timestamp
		of the exact moment when a visitor leaves the site.
	_utmv	Used for reporting in <i>Google Analytics</i> classifying the
		visitor.

3

_utmz	A Google Analytics cookie which tracks where the
	visitor came from, what search engine was used, what
	link was clicked on, what keywords used, and where in
	the world the site was accessed from.

How to disable cookies

Most modern browsers allow you to control your cookie settings for all websites that you browse. You can disable cookie deployment completely by editing your browser settings, however in doing this you may be limiting the functionality that is displayed on our website. To learn how to disable cookies on your preferred browser we recommend reading this <u>advice posted by Google</u>.

As mentioned earlier in this document you can also disable *Google Analytics* on all websites by downloading the <u>Google Analytics Opt-out Browser Add-on</u>.

Additional information on cookies are available at the following web sites: http://www.aboutcookies.org or http://www.allaboutcookies.org.