

We ask that you read this cookie policy carefully as it contains important information on our use of cookies or similar technologies on our website. This policy should be read together with our Website Privacy Policy here: <https://www.kalendit.com/privacy-policy>, which sets out how and why we collect, store, use and share personal information generally, as well as your rights in relation to your personal information and details of how to contact us and supervisory authorities in the event you have a complaint.

## Cookies

Our website uses cookies to distinguish you from other users of our website. This helps us improve your experience when you browse our website and also allows us to improve our site. By continuing to browse the site, you are agreeing to our use of cookies.

A cookie is a small text file which is placed onto your device (eg computer, smartphone or other electronic device) when you use our website. We use cookies on our website. These help us recognise you and your device and store some information about your preferences or past actions.

For example, we may monitor how many times you visit the website, which pages you go to, traffic data, location data and the originating domain name of a user's internet service provider. This information helps us to build a profile of our users. Some of this data will be aggregated or statistical, which means that we will not be able to identify you individually.

You can set your browser not to accept cookies, however, some of our website features may not function as a result.

For further information on our use of cookies, including a detailed list of your information which we may collect through cookies, please see below.

## Our use of cookies

We use cookies on this website to:

- recognise you whenever you visit this website;
- obtain information about your preferences and use of our website;
- carry out research and statistical analysis to help improve our content, products and services and to help us better understand our users' requirements; and
- make your online experience more efficient and enjoyable.
- **Link tracking:** our emails contain a number of hyperlinks, each of which has a unique tag. When you click on one of these links the mailing company logs the click so that we can understand who has clicked through from an email to our website. We use this information to tailor future messages to you.
- **Cookies:** our process for delivering emails may cause cookies to be set when you download images or when you click on a link.

## Types of cookies

The cookies we place on your device fall into the following categories:

- **Session cookies**—these allow our website to link your actions during a particular browser session. These expire each time you close your browser and do not remain on your device afterwards
- **Persistent cookies**—these are stored on your device in between browser sessions. These allow your preferences or actions across our website to be remembered. These will remain on your device until they expire, or you delete them from your cache

In addition, the cookies that we place on your device may also be:

- **Strictly necessary cookies**—these cookies are essential for you to be able to navigate our website and use its features. Without these cookies, the services you have asked for could not be provided
- **Analytical/performance cookies**—these cookies collect information about how you use our website, eg which pages you go to most often. These cookies do not collect personally identifiable information about you. All information collected by these cookies is aggregated and anonymous, and is only used to improve how our website works
- **Functionality cookies**—these cookies allow our website to remember the choices you make (such as your last action and search preferences) and provide enhanced, more personal features. The information collected by these cookies is anonymous and cannot track your browsing activity on other websites
- **Targeting cookies**—also known as advertising cookies, these cookies are used to deliver adverts more relevant to you and your interests. They are also used to limit the number of times you see an advertisement on our website and help measure the effectiveness of the advertising campaign. They are usually placed by advertising networks with the website operator’s permission. They remember that you have visited a website and this information is shared with other organisations such as advertisers.

## The cookies we use

The table below provides more information about the cookies we use and why:

| The cookies we use                   | What they do   |
|--------------------------------------|--|
| PREF<br>NID<br>HSID<br>APISID<br>SID | These are strictly necessary cookies, used by the Google reCAPTCHA.<br>We use reCAPTCHA solution for preventing spam requests or invalid sign up.<br>It’s a third-party cookie and here is <a href="#">Google privacy information</a> .<br>Google provides ways to manage or opt out certain of its advertising cookies ( <a href="https://adssettings.google.com">https://adssettings.google.com</a> ) and analytics cookies ( <a href="https://tools.google.com/dlpage/gaoptout">https://tools.google.com/dlpage/gaoptout</a> ). |
| cookieConsent                        | This cookie is stored after the cookie warning has been displayed. This is required in order for the cookie disclaimer not to be shown again. This cookie does not use a unique identifier for tracking purposes.  |
| vuid<br>player                       | To display and deliver videos about Kalendit, Kalendit makes use of Vimeo, a video sharing website. The embedded Vimeo player uses these cookies to check if certain features or preferences have been selected by the user. To find about more about how each cookie is used by see Vimeo’s <a href="#">cookie policy</a><br>More information can be found on Vimeo’s <a href="#">privacy policy</a> .  |
| MOCKSESSID                           | MOCKSESSID is a session cookie used to prevent having to login multiple times in one browser session. It is deleted shortly after the end of your session on the website.  |

## Other tracking technologies

- **Web server & application logs:** Our servers automatically collect certain information to help us administer and protect the website and our services, analyse usage, and improve users’ experience. The information collected includes:
  - IP address and browser type
  - Device information including Unique Device Identifier (UDID), MAC address, and similar identifiers we may assign

- Device operating system and other technical facts
- The city and country from which you access our website
- Information or text entered
- Links and buttons clicked

## Connecting via social networks

Some of our web pages may include social networking features, such as the Facebook® “Like” button and widgets, “Share” buttons, and interactive mini-programs.

If you choose to connect using a social networking service, we may receive and store information from that service to enable you to log in and other information that you may choose to share when you connect with these services. These services may collect information such as the web pages you visited and IP addresses, and may set cookies to enable features to function properly.

We are not responsible for the security or privacy of any information collected by these third parties. You should review the privacy statements or policies applicable to the third-party services you connect to, use, or access.

If you do not want your personal information shared with your social media account provider or other users of the social media service, please do not connect your social media account with our website and do not participate in social sharing on our website.

## Consent to use cookies

We will ask for your permission (consent) to place cookies or other similar technologies on your device, except where these are essential for us to provide you with a service that you have requested.

There is a notice on our home page which describes how we use cookies and requests your consent to place cookies on your device. Click here <http://www.kalendit.com/cookie-consent-form> to see what this form looks like.

If you accept our request for permission or use this website after this notification has been displayed to you, we will assume that you consent to our use of cookies for the purposes described in this policy.

## How to control / turn off cookies

If you do not want to accept cookies, you can change your browser settings so that cookies are not accepted. If you do this, please be aware that you may lose some of the functionality of this website.

Most browsers accept cookies automatically, but you can alter the settings of your browser to erase cookies or prevent automatic acceptance if you prefer. Generally, you have the option to see what cookies you have and delete them individually, block third party cookies or cookies from particular sites, accept all cookies, to be notified when a cookie is issued or reject all cookies. Visit the ‘options’ or ‘preferences’ menu on your browser to change settings.

For further information about cookies and how to disable them please go to the Information Commissioner’s webpage on cookies: <https://ico.org.uk/for-the-public/online/cookies/>.

## How to contact us

Please contact our Data Protection Officer if you have any questions about this cookie policy or the information we hold about you.

If you wish to contact our Data Protection Officer, please send an email to [info@kalendit.com](mailto:info@kalendit.com) or post to C/O Kalendit Ltd 20-22 Wenlock Road, London, England, N1 7GU marked for the attention of ‘Data Protection Officer’.

## **Changes to this policy**

We may change this policy from time to time, when we do we will inform you via email where you have consented for us to contact you or you can check this page occasionally to ensure you are familiar with any changes.