# MT13 LTD – COOKIE POLICY

**INFORMATION ABOUT OUR USE OF COOKIES**

Our website uses cookies to distinguish you from other users of our website. This helps us to provide you with a good user experience when you browse our website and also allows us to improve our website.

We ask that you read this cookie policy carefully as it contains important information on who we are and our use of cookies or similar technologies on our website. This policy should be read together with our [insert link to Website 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.

**What is a cookie?**

A cookie is a small file of letters and numbers that we store on your browser or the hard drive of your computer if you agree. Cookies contain information that is transferred to your computer's hard drive.

Cookies can be either sessional or persistent. Session Cookies are temporary cookies that are only stored while browsing the website and are deleted after you navigate away from the website or close your browser. Persistent Cookies are longer-term cookies that are stored on your computer even after you navigate away from the website or close your browser. The length of time that these are stored varies depending on their expiration times.

For further information on cookies generally visit www.aboutcookies.org or www.allaboutcookies.org.

**What cookies are used on our website?**

We use the following cookies:

- **Strictly necessary/Essential 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, use a shopping basket or make use of e-billing services. These cookies don't identify you as an individual. If you do not accept these cookies, it may affect the performance of our website, or parts of it.

- **Analytical/performance cookies.** They allow us to recognise 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 are finding what they are looking for easily. These cookies don't identify you as an individual. All data is collected anonymously and aggregated.

- **Functionality cookies.** These are used to recognise you when you return to our website. This enables us to personalise our content for you, greet you by name and remember your preferences (for example, your choice of language or region). The information that these cookies collect may include personally identifiable information that you have provided, such as your name or user name.

- **Targeting cookies.** These cookies record your visit to our website, the pages you have visited and the links you have followed. Most of these types of cookies track visitors using their IP addresses and may collect some additional personal identifiable information. We will use this information to make our website and the advertising displayed on it more relevant to your interests. We may also share this information with third parties for this purpose.

Please note that third parties (including, for example, providers of external services like web traffic analysis services) may also use cookies, over which we have no control. These cookies are likely to be analytical/performance cookies or targeting cookies.

You can find more information about the individual cookies used by our key third party service providers and web-based tools that we use in the table below:

| Third party/Tool | What we use it for | Cookie Policy |
|---|---|---|
| **Shopify**<br><br>(and supporting plug ins and apps) | A cloud-based e-commerce platform which enables us to sell our products and services online | https://www.shopify.co.uk/legal/cookies |
| **SharpSpring** | Marketing automation and CRM platform service | https://sharpspring.com/legal/sharpspring-cookie-policy/ |
| **Google Analytics** | A tool that allows us to measure how visitors to our website interact with our website content. It uses cookies to store information, such as what time your current visit occurred, whether you have been to the site before, and what site referred you to the webpage. | https://developers.google.com/analytics/devguides/collection/analyticsjs/cookie-usage |

**How long does a cookie last?**

The length of time that a cookie remains on your computer or mobile device depends on whether it is a "persistent" or "session" cookie. Session cookies last until you stop browsing and persistent cookies last until they expire or are deleted. Most of the cookies we use are persistent and will expire between 30 minutes and two years from the date they are downloaded to your device. See the section below on how to control cookies for more information on blocking cookies and removing them before they expire.

**How to manage your cookies settings**

You can block cookies by activating the setting on your browser that allows you to refuse the setting of all or some cookies. However, please be aware that if you use your browser settings to block all cookies (including essential cookies) you may lose some of the functionality of this website and you may not be able to access all or parts of our site.

For further information about cookies and how to manage and disable them please go to the Information Commissioner's webpage on cookies: https://ico.org.uk/for-the-public/online/cookies/ or http://www.allaboutcookies.org/.

**How to contact us**

Please contact us if you have any questions about this cookie policy or the information we hold about you.

If you wish to contact us, please send an email to admin@mt13.co.uk or write to 1 Saxons Lea, Pickwell, Melton Mowbray, Leicestershire, LE14 2P.

**Changes to this policy**

This policy was last updated on 4 September 2018.

We may change this policy from time to time, when we do we will post the updated policy on this website. Every time you wish to use our website, please check this policy to ensure you understand the cookies that are used at that time.