

## COOKIES POLICY

### Overview

This policy explains how Lambert Smith Hampton and its subsidiaries use cookies on our websites. When you visit our websites, we or a third party service provider may collect technical and navigational information through the use of cookies on our websites (or applications).

Our use of cookies complies with Data Protection law and regulation and the information detailed herein will ensure you are aware of your privacy rights when using our websites.

### What are Cookies?

Cookies are files containing small amounts of information which are downloaded to your device when you visit/browse a website. Your web browser then sends these cookies back to our website (or application) on each subsequent visit.

Cookies can allow websites to recognise your device when you make a return visit. To learn more about cookies, please visit: [www.allaboutcookies.org](http://www.allaboutcookies.org)

### Why we use Cookies

We and our third party service providers may use the information we get about you, through the use of cookies, for the following purposes:

- To recognise your device(s) when you visit our website;
- To remember if you have set any preferences on our website;
- To test new content and assess its performance;
- To improve our website's usability;
- For functionality, necessity and performance of websites;
- To temporarily store data (this may be used as part of customer surveys);
- To remember if you have been informed of our Cookies Policy, Privacy Notice and other terms;
- To track you as you go through our website (we do this to track page usage, and see what paths have been used by visitors on our website; we may also track the use of our Internet banner advertisements and other links from our marketing partners' websites);
- To allow you to share pages with social networks such as LinkedIn, Facebook and Twitter, and to support social media components, like Facebook or Twitter (where our website uses a plugin from these third party platforms);
- To ensure you don't miss information that is relevant to you;
- To analyse use of our website (we do this for statistical analysis and, sales and marketing research).

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We may also combine this web usage data with other information we have collected about you and we may store this information so we can have a better and more specific understanding of the way people are using our website, and their preferences and interests.

The data is stored for a limited time period in line with our Data Retention and Destruction Policy.

Cookies may be either 'persistent' cookies or 'session' cookies, depending on how long they are used. To stop us setting these cookies you will need to set up your browser to reject all cookies.

<b>Cookie Type</b>	<b>Cookie Explanation</b>
Persistent Cookies	These cookies stay on your device after you have closed your browser, and allow a website to remember your actions and preferences. They are activated every time you visit the website where the cookie was generated. Sometimes persistent cookies are used by websites to provide targeted advertising based on your browsing history. They are stored by the browser and remain valid until their set expiry date (unless you delete the cookie before its expiry date).
Session Cookies	These only last as long as you are on the website, and they are deleted when you close your browser. They help us keep track of things like how a particular device is navigating from page to page. This supports the website's security or basic functionality.

Many of the cookies we use are session cookies. They help us to ensure that your session is secure, and allow you to stay signed in while you move between pages.

### **Cookies we collect**

Whether a cookie is a first or third party cookie depends on which website the cookie comes from. First party cookies are set by (or on behalf of) the website you're visiting. All other cookies are third party cookies. We use cookies as set out below.

<b>Cookies Used</b>	<b>Purpose</b>
<b>Third Party Cookies</b>	In some cases, third parties manage some of our cookies for us, but we never allow them to use the cookies for any purpose other than those listed in this Policy.
<b>Strictly Necessary Cookies</b>	These cookies are required for our website to operate. For example, they may include cookies that let you log into secure areas of our website.
<b>Performance Cookies</b>	These cookies allow us to recognise and count the number of visitors to our site, and to see how they move around our website when they are using it. This helps us improve the way our website works, for example,

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	ensuring users can easily find what they are looking for.
<b>Functionality Cookies</b>	These cookies are used to recognise you when you return to our website. This lets us personalise our content for you, greet you by name, and remember your preferences, for example, your choice of language or region.
<b>Analytics Cookies</b>	In order to keep our products and services easy to use and up-to-date, we use web analytics services to help us understand how people use our website. For example, we can see which parts of our services are most popular, identify when errors occur, and test different versions of a feature to see which one works best. These web analytics services may be designed and operated by other companies on our behalf. The data collected is anonymous and does not contain or collect any information that identifies you.
<b>Targeting Cookies</b>	These cookies record your visit to our website, the pages you have visited, and the links you have followed. We use this information to make sure what you see is more relevant to your interests, from pages on our website to advertising you may be interested in. We may also share this information with third parties for this purpose.

**What personal identifiable information is contained in the cookies we collect?**

Most of our cookies don't store personal data or sensitive information, such as your name, address or payment details, they simply hold the 'key' that, once you are signed in, is associated with this information; therefore the information collected is anonymous. We only collect personal identifiable information through cookies with your consent, for example, you will always have to provide your consent by an affirmed action before personal data is processed by a cookie for any reason not included in this Policy.

**Third Party Cookies**

When you visit the LSH web pages, you may notice some cookies that are not related to us. This is because if you go on to a web page that contains embedded content, for example from YouTube, you may be sent cookies from these websites. We don't control the setting of these cookies, so we suggest you check the third-party websites for more information about their cookies and how to manage them.

**Third Party Service Providers**

Third party service providers may set cookies on our site, such as;

**Google Analytics and Google Tag Manager:** These are third party cookies used to track visitors, and collect information about how visitors use our website. We use the information to compile reports and to help us improve the website. No personally identifiable information is stored. The cookies collect information in an anonymous form, including the number of visitors to the website, how visitors got to the website, and the pages they visited.

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To opt out of being tracked by Google Analytics across all website, visit: <http://tools.google.com/dlpage/gaoptout>

### **Sharing from LSH Sites**

If you take the opportunity to 'share' lsh.co.uk content through social networks, such as Facebook and Twitter, you may be sent cookies from these websites. We don't control the setting of these cookies, so please check the third-party websites for more information about their cookies and how to manage them.

### **Blocking Cookies**

In most browsers, you can choose to reject cookies and/or turn off tracking features. Doing so however, can limit functionality of parts of our website, for example, if you delete cookies, any preferences they record will be lost. This includes where you have opted out from cookies, as this requires an opt-out cookie to be set.

If however, you would prefer to change your cookie preferences, restrict, block or delete cookies from lsh.co.uk, or any of our websites, you can use your browser to do this. Each browser is different, so please check the 'Help' menu of your particular browser (or your mobile phone's handset manual).

### **Banner Advertising**

This type of advertising is designed to provide you with a selection of products, based on what you are viewing on lsh.co.uk or any of our other websites, which are presented to you by us when you visit other selected websites. The technology behind these adverts is based on cookies.

Please be assured; the data contained in the cookies used in these adverts is completely anonymous and does not contain any of your personal details.

### **Disabling Banner Adverts**

We would like to continue to display content that is relevant to you, but you can choose to opt out of this type of advertising permanently.

Please note; if you delete your cookies, we will no longer know that you have opted out, so the banners may re-appear when you visit other selected websites.

### **Contact us**

Should you have any queries regarding this Cookie Policy, or our privacy practices, please contact us as at [privacy@lsh.co.uk](mailto:privacy@lsh.co.uk)

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