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## GRAHAM JONES COOKIE POLICY AND TERMS AND CONDITIONS

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### BACKGROUND:

This website [www.grahamjones.co.uk](http://www.grahamjones.co.uk) (“the site”) uses Cookies and similar technologies in order to distinguish you from other users. By using Cookies, this site is able to provide you with a better experience and to improve the site by better understanding how you use it. Please read this Cookie Policy carefully and ensure that you understand it. Your acceptance of this Cookie Policy is deemed to occur when you press the “Accept” button on the Cookie alert notice at the bottom of the screen or if you continue to use the site. If you do not agree to this Cookie Policy, please stop using the site immediately.

### 1. Definitions and Interpretation

1.1 In this Cookie Policy, unless the context otherwise requires, the following expressions have the following meanings:

<b>“Cookie”</b>	means a small file placed on your computer or device by the site when you visit certain parts of the site and/or when you use certain features of the site;
<b>“Cookie Law”</b>	means the relevant parts of the Privacy and Electronic Communications (EC Directive) Regulations 2003 and of EU Regulation 2016/679 General Data Protection Regulation (“GDPR”);
<b>“personal data”</b>	means any and all data that relates to an identifiable person who can be directly or indirectly identified from that data, as defined by the Data Protection Act 1998 and the EU Regulation 2016/679 General Data Protection Regulation (“GDPR”);
<b>“we/us/our/I/me/my”</b>	Means Graham Jones, a sole trader whose contact address is Kemp House, 152 City Road, London EC1V 2NX

### 2. Information About us

- 2.1 The site is owned and operated by Graham Jones, a sole trader whose contact address is Kemp House, 152 City Road, London EC1V 2NX.
- 2.2 My VAT number is GB384843029.
- 2.3 The Data Protection Officer is Graham Jones, and can be contacted by email at [graham@grahamjones.co.uk](mailto:graham@grahamjones.co.uk), by telephone on +44 118 336 9710, or by post at Kemp House, 152 City Road, London EC1V 2NX.

### 3. How Does the site use Cookies?

- 3.1 The site may place and access certain first-party Cookies on your computer or device. First-party Cookies are those placed directly by this site and are used only by me. I use Cookies to facilitate and improve your experience of the site and to provide and improve my products and services. I have carefully chosen

these Cookies and have taken steps to ensure that your privacy and personal data is protected and respected at all times.

3.2 By using the site, you may also receive certain third-party Cookies on your computer or device. Third-party Cookies are those placed by websites, services, and/or parties other than me. Third-party Cookies may be in use from time to time on the site for the purposes of analytics, advertising, marketing, social media, service delivery. For more details, please refer to section 4 below.

3.3 All Cookies used by and on the site are used in accordance with current Cookie Law. This site may use some or all of the following types of Cookie:

3.3.1 Strictly Necessary Cookies

A Cookie falls into this category if it is essential to the operation of the site, supporting functions such as logging in, your shopping basket, and payment transactions.

3.3.2 Analytics Cookies

It is important for me to understand how you use the site, for example, how efficiently you are able to navigate around it, and what features you use. Analytics Cookies enable me to gather this information, helping me to improve the site and your experience of it.

3.3.3 Functionality Cookies

Functionality Cookies enable me to provide additional functions to you on the site such as personalisation and remembering your saved preferences. Some functionality Cookies may also be strictly necessary Cookies, but not all necessarily fall into that category.

3.3.4 Targeting Cookies

It is important for me to know when and how often you visit the site, and which parts of it you have used (including which pages you have visited and which links you have visited). As with analytics Cookies, this information helps me to better understand you and, in turn, to make the site and advertising more relevant to your interests.

3.3.5 Third-Party Cookies

Third-party Cookies are not placed by me; instead, they are placed by third-parties that provide services to me and/or to you. Third-party Cookies may be used by advertising services to serve up tailored advertising to you on the site, or by third parties providing analytics services to me (these Cookies will work in the same way as analytics Cookies described above).

3.3.6 Persistent Cookies

Any of the above types of Cookie may be a persistent Cookie. Persistent Cookies are those which remain on your computer or device for a predetermined period and are activated each time you visit the site.

3.3.7 Session Cookies

Any of the above types of Cookie may be a session Cookie. Session Cookies are temporary and only remain on your computer or device from the point at which you visit the site until you close your browser. Session Cookies are deleted when you close your browser.

3.4 For more details of the personal data that I collect and use, the measures I have in place to protect personal data, your legal rights, and legal obligations, please

refer to my Privacy Policy at <https://www.grahamjones.co.uk/privacy>.

3.5 For more specific details of the Cookies that the site uses, please refer to the tables below.

#### 4. What Cookies does the site use?

4.1 The following first-party Cookies may be placed on your computer or device:

Name of Cookie	Purpose & Type	Strictly Necessary
spam-destroyer	To detect spam comments and prevent them from appearing	Yes
cp_style	Email marketing opt-in	No
cppro-ft	Email marketing opt-in	No
cppro-ft-style	Email marketing opt-in	No
cppro-ft-style-temp	Email marketing opt-in	No
cp-pro-session-init	Email marketing opt-in	No
cp-pro-page-views	Email marketing opt-in	No
_dpd_cart	Shopping cart management	Yes
JSESSIONID	Preserves user state across pages	Yes

4.2 The following third-party Cookies may be placed on your computer or device:

Name of Cookie	Purpose & Type	Provider	Strictly Necessary
_AVESTA_ENVIRONMENT	Mailing list management	Mailchimp	No
_calendly_session	Calendar	Calendly	No
_ga	website analytics	Google	No
_gid	website analytics	Google	No
_gat_gtag_UA11740860_1	website analytics	Google	No
_referrer_user_id	Calendar	Calendly	No
vuid	Video playing	Vimoe	Yes

4.3 The site uses analytics services provided by Google Analytics. Website analytics refers to a set of tools used to collect and analyse anonymous usage information, enabling me to better understand how the site is used. This, in turn, enables me to improve the site and the products and services offered through it. You do not have to allow the site to use these Cookies, however whilst my use of them does not pose any risk to your privacy or your safe use of the site, it does enable me to continually improve the site, making it a better and more useful experience for you.

4.4 The analytics service(s) used by the site use(s) analytics Cookies to gather the required information.

4.5 The analytics service(s) used by the site use(s) the following analytics Cookies:

Name of Cookie	Purpose & Type	Provider	Strictly Necessary
_ga	website analytics	Google	No
_gid	website analytics	Google	No
_gat_gtag_UA11740860_1	website analytics	Google	No

## 5. Consent and Control

- 5.1 Before Cookies are placed on your computer or device, you will be shown a banner at the bottom of the page requesting your consent to set those Cookies. By giving your consent to the placing of Cookies you are enabling me to provide the best possible experience and service to you. You may, if you wish, deny consent to the placing of Cookies unless those Cookies are strictly necessary; however certain features of the site may not function fully or as intended.
- 5.2 In addition to the controls that I provide, you can choose to enable or disable Cookies in your Internet browser. Most internet browsers also enable you to choose whether you wish to disable all Cookies or only third-party Cookies. By default, most Internet browsers accept Cookies, but this can be changed. For further details, please consult the help menu in your Internet browser or the documentation that came with your device.
- 5.3 The links below provide instructions on how to control Cookies in all mainstream browsers:
  - 5.3.1 Google Chrome: <https://support.google.com/chrome/answer/95647?hl=en-GB>
  - 5.3.2 Microsoft Internet Explorer: <https://support.microsoft.com/en-us/kb/278835>
  - 5.3.3 Microsoft Edge: <https://support.microsoft.com/en-gb/products/microsoft-edge> (Please note that there are no specific instructions at this time, but Microsoft support will be able to assist)
  - 5.3.4 Safari (macOS): [https://support.apple.com/kb/PH21411?viewlocale=en\\_GB&locale=en\\_GB](https://support.apple.com/kb/PH21411?viewlocale=en_GB&locale=en_GB)
  - 5.3.5 Safari (iOS): <https://support.apple.com/en-gb/HT201265>
  - 5.3.6 Mozilla Firefox: <https://support.mozilla.org/en-US/kb/enable-and-disable-Cookies-website-preferences>
  - 5.3.7 Android: <https://support.google.com/chrome/answer/95647?co=GENIE.Platform%3DAndroid&hl=en> (Please refer to your device's documentation for manufacturers' own browsers)

## 6. Changes to this Cookie Policy

- 6.1 I may alter this Cookie Policy at any time. Any such changes will become binding on you on your first use of the site after the changes have been made. You are therefore advised to check this page from time to time.
- 6.2 In the event of any conflict between the current version of this Cookie Policy and any previous version(s), the provisions current and in effect shall prevail unless it is expressly stated otherwise.

## 7. Further Information

- 7.1 If you would like to know more about how I use Cookies, please contact me at [graham@grahamjones.co.uk](mailto:graham@grahamjones.co.uk), by telephone on +44 118 336 9710, or by post at Kemp House, 152 City Road, London EC1V 2NX.
- 7.2 For more information about privacy, data protection and our terms and

conditions, please visit the following:

7.2.1 <https://www.grahamjones.co.uk/privacy>

7.2.2 <https://www.grahamjones.co.uk/terms>