

# Cookie Policy

CapaBuild reserves the right to make amendments to this cookie information without prior notice. Amendments will be effective upon posting on the website.

## What are cookies?

Cookies are small data files of letters and numbers that are sent from a website and stored in a user's web browser such as Chrome, Firefox, Safari, Opera or Internet Explorer. All devices with a browser use cookies, whether you access the Internet on a PC, tablet, or smart phone. When you browse the same website in the future, the data stored in the cookie present in the user's browser can be retrieved by that website. Cookies are 'passive' as they contain retrievable information, but do not contain programmes, viruses or malicious software.

## Types of cookies

A cookie can be classified by its lifespan and the domain to which it belongs. By lifespan, a cookie is either a session cookie, which is erased when the user closes the browser, or a persistent cookie, which remains on the user's computer/device for a pre-defined period of time. As for the domain to which it belongs, cookies can be classified as either first-party cookies, which are set by the web server of the visited page and share the same domain, or third-party cookies, which are stored by a different domain than the visited page's domain, for example when the webpage references a file, such as JavaScript, that is located outside its domain.

## Why do we use cookies?

Cookies contain information about your visits to our websites and are a convenient way to transfer your information from one session to another, or between sessions on related websites. This results in an enhanced browsing experience, as you do not need to re-enter your login details or preferences each time you visit our websites. For the measurement of web statistics, we use 'cookies' to automatically collect certain information from your web browser concerning your use of the CapaBuild websites. By analysing the collected data, we are able to improve our website, thereby further optimizing our service. The collected data includes details as the time and depth of visits and the pages you, the user, have visited. The data collected is not given to a third party for any other purpose.

We do not use cookies for any advertising purposes.

## Cookies used by CapaBuild

CapaBuild uses only first-party cookies, for the following functional or statistical purposes:

- To allow you to transfer information between pages of our website and avoid having to reenter information, like your user name and password;
- Within registration, to allow you to access stored information;
- To remember the items that you have put in your shopping cart prior to your sale;
- To recognize you as a unique visitor when you return to our website and allow us to tailor content to match your preferred interests;
- To collect anonymous, aggregated statistics which allow us to better understand how users use our website, thereby helping us improve our website;
- To identify you by account name, e-mail address, customer ID and location (geographic and computer ID/IP address);
- To help us tailor content to your preferences.

Collecting and analysing your data enables us to improve our websites and further optimize our services.

CapaBuild uses first-party cookies for website analytics from Google Analytics and Adobe Analytics. These are persistent cookies that expire after no more than two years.

The first-party cookies from Adobe Analytics provide CapaBuild with the IP address of every visitor. Users who log in to their accounts can also be identified by means of an e-mail address, IP address and/or client number. The data collected is hosted on a server based in the European Union and is not shared by CapaBuild or Adobe Analytics with any competitors, organizations or individuals.

The first-party cookies from Google Analytics collect data about visits to our website. We do not send personal data to Google.

## Blocking or deleting cookies

It is possible to block or delete cookies by using the browser's privacy preferences menu. For example, you may choose not to accept certain types of cookies, to have the browser ask for consent before accepting a new cookie, or to block cookies altogether. If you choose to block or delete cookies, you may not be able to register, login to the website, place an order or make use of the full features and functionality of CapaBuild's websites.

**Note: blocking or deleting cookies will impact the user's experience when visiting CapaBuild's website(s). To fully benefit from the features and functionalities offered by our website we strongly encourage you not to block or delete any cookies.**