# **Cookie Policy**

This is the Cookie Policy for O.V. Lahtinen website, accessible from <u>https://www.ovlahtinen.com/</u>, and our Extranet platform service (together the "**Service**").

# What Are Cookies

A cookie is a small text file that, when connected to a website, is stored in your browser. Cookies and other similar technologies (hereinafter collectively referred to as "cookies") collect and store information in your browser, and in some cases transfer such information to third parties. The cookies we are using enable us to provide the Service. Our Service also uses some cookies, or similar technologies from third party service providers.

Where we set cookies, which are not strictly necessary to enable core functionality of our Service and to provide the Service you request, we will ask you to consent to use of these cookies when you visit our Service. You can disable cookies at any time in the cookie settings on our Service or by changing your browser settings.

Cookies in general collect information about your use of the websites and services and store data in your device in order to, for example, support you to log in to the websites and services, remember what's in your shopping basket when you are shopping online, track and analyse your visits to websites and services and browsing behaviour to make website or service work, or work more efficiently, etc.

Cookies can be stored for varying lengths of time on your browser or device. Session cookies are stored in your device during browser session and are deleted from your computer or device when you close your web-browser. Persistent cookies are stored on your device in between browser sessions which allows your preferences or actions across website (or in some cases across different websites) to be remembered. Persistent cookies will remain stored on your computer or device until deleted or until they reach their expiry date which varies typically from a few days up to a couple of years. Time limited cookies have predetermined lifespan. The lifespan can vary between different cookies.

Cookies may be set by the site that you are visiting (known as "first party cookies"), or by third parties, such as those who serve content or provide advertising or analytics services for the website ("third party cookies").

Both websites and emails may also contain other tracking technologies such as "web beacons" or "pixels." These are typically transparent graphic images placed on a web page or in an email, which indicate that a page or email has been viewed.

# **Disabling Cookies**

You can prevent the setting of cookies by adjusting the settings on your browser (see your browser help for how to do this). Be aware that disabling cookies may affect the functionality of this and many other websites that you visit. Disabling cookies will usually result in also disabling certain functionality and features of the website or services.

#### Cookie settings on our Service

We save your cookies choices for 12 months unless you withdraw your consent. Then we will ask your consent again. If you do not accept our use of cookies, or if you have previously accepted and have changed your mind, you can change your browser settings and manually delete cookies to clear your device from previously placed cookies. You may need to refresh your website for your settings to take effect. You may also need to change your browser settings and manually delete cookies to clear your device from previously placed cookies.

#### **Browser Settings**

Alternatively, as mentioned, most web browsers allow control of most cookies through the browser settings. To find information how to control cookies in your browser, visit the browser developer's website. If you have chosen to enable the "do not track" or similar feature in your browser settings, we will not automatically set marketing cookies on your device.

## The Cookies We Set

#### Account related cookies

If you create an account with us, then we will use cookies for the management of the signup process and general administration. These cookies will usually be deleted when you log out however in some cases, they may remain afterwards to remember your preferences when logged out.

#### Login related cookies

We use cookies when you are logged in so that we can remember this fact. This prevents you from having to log in every single time you visit a new page. These cookies are typically removed or cleared when you log out to ensure that you can only access restricted features and areas when logged in.

#### Email newsletters related cookies

The Service may offer a newsletter or email subscription services and cookies may be used to remember if you are already registered and whether to show certain notifications which might only be valid to subscribed/unsubscribed users.

#### Orders processing related cookies

The Service offers e-commerce and payment facilities, and some cookies are essential to ensure that your order is remembered between pages so that we can process it properly.

#### Forms related cookies

When you submit data through a form such as those found on contact pages, cookies may be set to remember your user details for future correspondence.

#### Website preferences cookies

In order to provide you with a great experience on the Service we provide the functionality to set your preferences for how the Service functions when you use it. In order to remember your preferences, we need to set cookies so that this information can be called whenever you interact with a page is affected by your preferences.

#### **Third Party Cookies**

In some cases, we also use cookies provided by third parties. The following section details which third party cookies you might encounter through this site. We use third party cookies from external platforms, including Google Analytics in our Service. These platforms use both first- and third-party cookies, as well as similar technologies, in order to advertise and monitor the results of the advertising.

A third-party cookie can be used by several websites in order to understand and track how you browse different websites. We receive information from these cookies, but the information can also be used for other purposes determined by third parties. Third-party cookies found on our Service are subject to the respective third-parties' privacy policies. Please read these policies in order to understand what other purposes the information can be used for by third parties.

Third party analytics are used to track and measure usage of this site so that we can continue to produce engaging content. These cookies may track things such as how long you spend on the site or pages you visit which helps us to understand how we can improve the site for you.

For information about the third-party cookies that are used on our Service, Cookies section in our Privacy Policy document available at: https://ovlahtinen.fi/legal/privacy-policy/.

#### How We Use Cookies

We use cookies for the reasons detailed below:

## Necessary cookies

These cookies are needed for our Service to work in a secure and correct way. Necessary cookies enable you to use our Service and to provide the Service you request. Necessary cookies make basic functions of the Service possible, for example, identifying you when you log into the Service, detecting repeated failed login attempts, identifying where you are in the buying process and remembering the items you wish to purchase or lease.

### Functional cookies

These cookies allow us to enable some useful functionalities to make the user experience better, for example, to remember your login details and settings and provide support.

#### Statistics & analytics cookies

These cookies give us information about how you use our Service and allow us to improve the user experience.

# **More Information**

We take your privacy seriously. Please read our Privacy Policy for more information about your data subject rights and how we process personal data. You can find our Cookie table document here. However if you are still looking for more information, you can contact us through our email: <a href="mailto:sales@ovlahtinen.fi">sales@ovlahtinen.fi</a>

# Updates to this cookie policy

We may update this Cookie Policy from time to time. We will provide you with a notice such as a notification but please check regularly this Cookie Policy to ensure you are aware of the most updated version. The most updated version is available on our site.

This Cookie Policy has been published on 22.12.2020.

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