



## Cookie Policy

### Introduction

In order for you to gain access to our website, we need to use cookies on our website. We have kept their use to the absolute minimum necessary for us to deliver our services to you. Whilst we have provided details below regarding blocking cookies, we request that you refrain from doing so as this will result in you being unable to access the services.

### 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.

### Why do we use cookies?

Our site uses cookies to distinguish you from other users of our site. This enables you to access the notes relating to any requests we are managing for you. It also helps us to provide you with a good experience when you browse our site, and also allows us to make improvements to our site.

### What type of cookies do we use?

The cookies we use are "analytical" or "performance" cookies, which allow us to recognise and count the number of visitors, and to see how visitors navigate around the site when they use it. This helps us to improve the functionality of our site, for example by making sure that users can easily find what they are looking for. You can find more information about the individual cookies we use and the purposes for which we use them in the following table:

Cookie Title	Name	Purpose
Google Analytics*	PREF,_utma,_utmb,_utm c,_utmv,_utmz , SID	To provide us with information about the numbers of visitors and how they reached us, they also recognize location when used with Google maps.

\*We do not have control over the cookies deployed by Google as we are forced to accept them to take advantage of the services this company provides which we believe to be of value to our visitors – please see their privacy policy which governs their use of cookies.

### Can I block cookies?

You can block cookies by activating the setting on your browser that allows you to refuse the setting of all or some cookies. However, if you use your browser settings to block all cookies (including essential cookies), you may not be able to access all or parts of our website. Unless you have adjusted your browser setting so that it will refuse cookies, our system will issue cookies as soon you visit our site.

### When will the cookies expire?

Except for essential cookies, all cookies will expire after a time period of between 30 minutes and two years.

### Further information

If you have any questions relating to the cookies used on our website, please email them to: [hello@ask.kim](mailto:hello@ask.kim)