



Adapt FM's Cookie Policy

Why and who?

Adapt FM Limited Reg. No. 13748369 ("**Adapt FM**", "**we**", "**us**", "**our**") is using cookies and other tracking technologies ("**Cookies**") in order to improve your user experience.

This Cookie Policy ("**the Policy**") describes Adapt FM's usage of Cookies by explaining what Cookies are, why we use them and how you can control the usage of Cookies when you use our service - The Adapt FM platform provides information on services provided for facilities management and office services consultancy. - and/or our Webpage www.adapt-fm.com (commonly referred to as "**Webpage**"). The Policy does not inform about the usage of Cookies that are essential in order to provide the Webpage and its services to you (so-called *strictly necessary cookies*).

For more information about how we process your personal data in relation to Cookies, see our Privacy policy.

What are Cookies?

A Cookie is a text file that is sent from the Webpage and stored on your computer, cell phone or any other device that you use to visit the Webpage.

Cookies allow, amongst other functions, recognise the device you use next time you visit the Webpage, provide certain essential functions and to monitor user behaviour on the Webpage.

You can block or remove all cookies from this site, but parts of the site may not work.

How long is the Cookie stored?

There are two types of Cookies; Session cookies and Permanent cookies.

Session cookies are deleted when you close the browser (e.g. Internet explorer, Safari or Google Chrome).

Permanent cookies remains on your device after you have closed the browser. The Cookie will be stored for as long as it is indicated in the Cookie or until you remove it.

Potential usage of Cookies

Preference These Cookies remembers your choices on the Webpage (e.g. username, language etc.) and tells us how you have interacted with the Webpage so that we can personalise our service.

Operation and optimisation These Cookies help us ensure that the Webpage is working as it should. It also gives us information which allows us to test new ideas and improve the Webpage.

Marketing By collecting information on how you interact with the Webpage, these Cookies help us be more relevant in our communication with you and improve your experience.

These Cookies are often placed by a third party with the intent to handle performance for ads, show ads and / or build user profiles in order to display ads elsewhere.

Changes to this Policy

We reserve the right to make changes in this Policy.

Contact

Contact us if you have any questions about Cookies at policies@adapt-fm.com.