UNISEND LATVIJA SIA
COOKIE POLICY

Last update: 2024-03-01

I. GENERAL INFORMATION

1.   This Cookie policy contains basic information about the cookies used on the Unisend Latvija SIA websites unisend.lv, my.unisend.lv

2.   The general Unisend Latvija SIA Privacy notice for customers of Unisend Latvija SIA services is available at unisend.lv and my.unisend.lv.

3.   **PLEASE NOTE** that the Cookie policy and the cookies used by the company may be changed, amended or updated at any time. You will be informed of the changes made in the Cookie bar and Cookie settings. If you continue to use the Unisend Latvija SIA websites after the changes have been made, we will consider that you have acknowledged that you have read and understood the changes, additions and updates. We invite you to regularly review our Cookie policy.

II. CONTACT INFORMATION

4.   Unisend Latvija SIA, legal entity code 40203523445, address Čiekurkalna 2. līnija 30A Rīga, Latvia, e-mail info@unisend.lv (hereinafter referred to as the company).

5.   For questions about the processing of personal data, please contact dataprotection@unisend.lv.

6.   **PLEASE NOTE**, if you do not find the information relevant to you in the Cookie policy, please contact us at the email address mentioned in point 5 above.

III. GENERAL INFORMATION ABOUT COOKIES

7.   **Cookies** - are small files that are stored in the web-browser of your device (e.g. computer, tablet, mobile phone) that you use to visit a particular company's website.

8.   **Cookies allow us to store data such as**: login data (IP address, time of login, which other website referred you to the company's website, etc.), browser type, as well as data about your navigation on the website (e.g. which sections you visit, which services you use, etc.).

9.   **The main purposes of cookies are:**
-      Ensuring the technical functioning of the website, i.e. that it works properly;
-      Saving your settings during and between your visits;
-      Increasing the speed and security of your website;
-      Allowing to continuously improve the website to make it even more user-friendly, so that you can quickly and intuitively find the information you need about our services;
-      Making our marketing more effective to offer you useful content;
-      Measuring website traffic.

10.   Cookies can be **long-term** and **short-term (session cookies)**. Long-term cookies remain on your computer after your visit to the website and are used when you visit again, and are valid and not deleted after you have finished browsing the website. Short-term (session) cookies are those that are deleted when you have finished browsing the website, i.e. these cookies are recorded when you open your browser window and expire when you close your browser window.

11.   Cookies are generally divided into **essential**, **functional**, **statistics** and **marketing** cookies according to the function they perform.

12.   **Essential cookies.** These cookies are essential for the functioning of the website. For example, they are used to ensure that the page opens quickly and efficiently, to understand whether you accept cookies at all, when you give your consent, how long it is valid, etc. Without these cookies, the website will not function properly.

13.   **Functional cookies.** These cookies allow us to store your preferences (such as language) and to provide better and more personalised website features (e.g. to personalise a particular web page (text size, font and other parts of the pages that you can customise)), as well as to ensure the operation of the relevant functionality (e.g. the virtual assistant).

14. **Statistics cookies.** These cookies collect information about your use of the website and help us to improve it. For example, these cookies can show which pages of the website you visit most often, how much time you spend on the site, and which services you use. These cookies collect information about your activity on our website without identifying you in the usual way;

15. **Marketing cookies.** These cookies are used to enable us to provide you with advertisements that are more relevant to you and your interests, to limit the number of times you may see the same advertisement on the website and to measure the effectiveness of an advertising campaign by tracking your clicks. Advertising may not be displayed on our website and may be displayed to you even after you leave our website. These cookies collect information for marketing purposes and track your activity not only on our website but also on other websites.

16. Cookies can also be divided into cookies used by us and cookies used **by third parties**. A third-party cookie is created by another company (e.g. Google, Facebook, etc.). We sometimes use such cookies on the website to provide us with performance data, data needed for marketing purposes, to provide social sharing functionality, etc. In this case, these third parties may also receive information from such cookies and they may use such information for their own purposes, and they may also receive more information than we have requested for their own purposes (e.g. linking the information they receive from us to information they have received from other websites). Third-party cookies may also be used to ensure the functioning of relevant optional functionalities of the website (e.g. virtual assistant). We have provided a description of the purposes for which we use such cookies in the cookie bar on the Website. However, the activities and purposes for which these third parties may use the information obtained from these cookies or tracking mechanisms depend on their own privacy policies or cookie policies.

17. We recommend that you review the privacy and/or cookie policies of each of our third parties or other information related to these topics. For example:
- More information about Google Analytics cookies;
- More information about Adform cookies;
- More information about Tilde cookies (used on unisend.lv website);
- More information on Youtube cookies (used on unisend.lv website);

18. **PLEASE NOTE** that detailed information about the cookies used by Unisend Latvija SIA (type of cookie, name, purpose, duration of use and other relevant information) can be found in the cookie bar. You can also see it at unisend.lv and my.unisend.lv by clicking on "Cookie settings" at the bottom of the website.

IV. GENERAL INFORMATION ON COOKIE MANAGEMENT

19. **How do I manage cookies?** You can change your cookie settings on unisend.lv and my.unisend.lv at any time by clicking on the "Cookie settings" button at the bottom of the website. You can change your preferences by accepting (ticking) or withdrawing (unticking) your consent to specific cookies. You may need to refresh the page for the settings to take effect.

20. For more information on how to manage cookies in your specific browser. For example:
- Google Chrome
- Mozilla Firefox
- Microsoft Egde
- Opera

21. To opt-out of Google Analytics, you can visit this website.