

Cookie Policy

Document Information

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1 Introduction

At Admin By Request, we use cookies and similar technologies such as pixels, scripts and tags (referred to collectively as "cookies") on our website and within our services to provide you with the best possible experience. Cookies help us simplify and customize our services, improve functionality and tailor our communication and marketing.

This Cookie Policy explains what cookies are, why we use them and your options for managing them. You can find more details about the individual cookies in your "Consent Preferences" which is accessible from the small box at the bottom left of our website, or in the Cookie Declaration provided at the end of this Policy.

Some cookies may involve the collection of personal data, such as your IP address, device information and browsing activity. For more information about how we process your personal data, please see our Privacy Policy.

2 What are Cookies?

Cookies are small text files that are downloaded to and stored on your computer, mobile or tablet. Some are essential for the website to function, while others enhance your experience, help us analyze usage or deliver more personalized content and marketing.

We also use tracking pixels (tiny image files or code snippets) to monitor actions such as page visits, ad conversions or registrations.

- First-party cookies are placed directly by Admin By Request or on our behalf.
- Third-party cookies are set by external partners (e.g. analytics or advertising providers).

3 How We Use Cookies

We use cookies to make our website and services easier to use, analyze performance and provide you with relevant and personalized experiences.

Cookies may remain on your device for different lengths of time depending on their purpose:

- Session cookies expire when you close your browser.
- Persistent cookies remain until deleted or until their set expiration.

4 Our Categories of Cookies

4.1 Necessary Cookies

These cookies are essential for enabling the basic features of our website, ensuring it works securely and properly. Without them, our website cannot function as intended. These necessary cookies do not store any personal data.

4.2 Functional Cookies

Functional cookies support features that make the site more usable and interactive, such as sharing content on social media platforms, collecting feedback and enabling third party tools.

For example, when videos are embedded, a cookie may remember playback preferences like volume, quality or autoplay, or detect whether features such as casting to another device are available. A cookie may also be set to manage consent choices or route data through the most suitable server, ensuring external features operate reliably.

4.3 Analytics Cookies

Analytics cookies help us understand how visitors interact with the website. They provide insights such as the number of visitors, pages visited, time spent on site, bounce rate, and traffic sources.

For example, a cookie may track which pages are viewed in a session or recognize a returning visitor across multiple visits. This information is aggregated and anonymous, and it enables us to measure performance and improve the site for our audience.

4.4 Performance Cookies

Performance cookies measure and analyze key indicators of site stability and responsiveness. They capture information like page load times, display errors or responsiveness, helping us keep the site running smoothly.

For example, a cookie may log how quickly pages load or whether certain features display correctly, allowing us to identify and resolve performance issues more effectively.

4.5 Advertisement Cookies

Advertisement cookies deliver ads that are more relevant to your interests. They may remember which pages you've visited to tailor ads accordingly, and they help measure the effectiveness of campaigns.

For example, a cookie may prevent the same advert from being shown too often or track when an ad leads to an action such as visiting a page or completing a form.

4.6 Uncategorized Cookies

Uncategorized cookies are those that have not yet been placed into a defined category within our use of cookies or this Cookie Policy. They may relate to session details, login status, time zone settings or tokens used for testing new features.

5 Consent Management

You are in control of your cookie settings. You can:

- Access and manage your Consent Preferences at any time through the small box located at the bottom left of our website.
- Adjust your browser or device settings to block or delete cookies.
- Visit third party opt-out pages to manage ad personalization.
- Use www.youronlinechoices.eu to manage interest-based advertising settings across networks.

Please note: If you block or delete certain cookies, some website features may not function properly.

6 Updates to This Cookie Policy

We may update this Cookie Policy from time to time to reflect changes in technology, regulations or our business practices. If changes require renewed consent, we will ask for it upon your next visit.

7 Contact

If you have any questions about our use of cookies, this Policy, or your rights under applicable data protection laws, please contact us at legal@adminbyrequest.com or our Data Protection Officer at dpo@adminbyrequest.com.