# **Tepper & Flynn Cookie Policy**

### Last updated: June 2022

This policy explains how Tepper & Flynn, LLC ("T&F", "Company", "we", "us" or "our") use cookies and similar tracking technologies when you interact with us online through our websites and web applications (our "Sites and Web App").

#### Introduction - What are Cookies and how are they Used?

The use of cookies and similar tracking technologies (including pixels or clear GIFs, tags, web beacons and Flash objects) is a common Internet practice. Cookies are text files containing small amounts of information that are downloaded to your computer, smartphone, tablet or other mobile device when you visit a website. Tracking technologies may collect information about you and your use of our websites ("Sites") and web application ("Web App"). We have developed this policy to provide general information on cookies and similar tracking technologies which we will refer to as "cookies."

Cookies are useful in a number of ways, including allowing a site or app you use to recognize your device, keep track of pages visited and even remember your preferences. This information is used for security purposes, to facilitate navigation, to display information more effectively and to personalize the user's experience. Cookies and similar tracking technologies are also used to gather statistical information about how sites and apps are used in order to continually improve design and functionality and assist with resolving questions regarding the Sites and Web App.

We will retain personal information collected through cookies for as long as needed or permitted in light of the purpose(s) for which it was obtained. The criteria used to determine our retention periods includes the purpose for which the personal data was collected, whether there is a legal obligation to which we are subject and whether retention is advisable in light of our legal position (such as in regard to applicable statutes of limitations, litigation or regulatory investigations).

#### **Cookie Attributes**

Cookies set by us and cookies created and set by third party providers on our behalf are called first-party cookies. Cookies set by third party providers which are permitted by us but which are not set on our behalf are called third-party cookies. Information obtained from a third-party cookie can only be used for the purposes for which we have stated in the applicable contract. There can be first-party and/or third-party cookies within any of the below Categories of Cookies.

Cookies have a duration period. Cookies that expire at the end of a browser session are called "session" cookies. Cookies that are stored longer are called "persistent" cookies. There can be session and/or persistent cookies within any of the below Categories of Cookies except for Geolocation Cookies, which are only session cookies.

#### **Categories of Cookies**

Below is a list of the types of cookies used in our Sites and Web App. We classify cookies into the following categories:

#### **Strictly Necessary Cookies**

These cookies are necessary for our Sites and Web App to function and cannot be switched off in our systems. Without these cookies, our Sites and Apps will not work properly. Examples include setting your privacy preferences, setting your language preferences or logging in a secured area requiring authentication. Strictly necessary cookies may also detect transmission errors or data loss or distribute network traffic across different servers to ensure accessibility.

#### **Performance Cookies**

Performance cookies enable us to measure and improve the performance of our Sites and Web App. These cookies collect information about how visitors use our Sites and Web App, for instance, which pages visitors go to most often and if they get error messages. These cookies can also be used to make collective inferences based on choices and browsing behavior for marketing research.

### **Preference Cookies**

Preference cookies enable our Sites and Web App to provide enhanced functionality and personalization by allowing our Sites and Web App to remember choices you make. These cookies can be used to remember changes you have made to text size, fonts and other parts of web pages that you may have customized as well as pre-filling forms. They may also be used to provide services you requested, such as watching a video or commenting on a blog.

### Advertising Cookies

Advertising cookies are used to deliver advertisements that may be relevant to you and your interests. They are also used to limit the number of times you see an advertisement as well as help measure the effectiveness of an advertising campaign. They are usually placed through our Sites and Web App by our advertising partners and remember that you have visited our Sites or Web App. This information may be shared with other organizations, such as advertisers.

#### **Geolocation Cookies**

Geolocation cookies allow us to determine your location in order to provide you with information you request. Consent for these cookies is requested at the time of the request, and the information is not retained after the session ends.

## **Managing Cookies**

When you are presented with a cookie banner on our Sites or Web App, you have the choice to decline optional cookies that are not (i) strictly necessary to provide the website or (ii) for the purpose of facilitating a communication. We separate these optional cookies by purpose, such as for advertising and social media purposes.

Should you choose to opt out of allowing optional cookies on your device, please note that certain features of our Sites and Web App depend on cookies and you may not be able to sign in or use some of those features, and preferences that are dependent on cookies will be lost. If you choose to delete cookies, any settings and preferences controlled by those cookies, including advertising preferences, are deleted and will need to be recreated.

In addition, if you want to remove existing cookies from your device or block them in the future, you can do this using your browser options. Please bear in mind that deleting and blocking cookies may have an impact on your user experience of our Sites and Web App.

#### Third Party Providers

We may contract with a third party provider to provide support to us through their sites. If you are on one of our Sites or Web App and you click a link to one of their sites, you will be presented with a notice that you are continuing to a site that we do not own. The third party provider is solely responsible for cookies, cookie tracking and your choices for managing cookies on their site. Please refer to their posted privacy policy and terms of use.

When we contract with a third party provider to manage the content of the information within our Sites and Web App, the third party provider is solely responsible for cookies, cookie tracking and your choices for managing cookies.

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