

At Conference Organisers Limited, your privacy is important. As a result, we want you to know how we collect and use your personal information to provide you with this website (the “Site”). This privacy policy (the “Privacy Policy”) explains our practices in this regard. Please read it carefully.

By using the Site, you consent to our use of your personal information as set out below. If you don’t consent to us using your information in the ways set out in this Policy, you may not be able to use our Site.

Who is Conference Organisers?

We are **Conference Organiser** an Irish company and our registered office is at:

20C The Courtyard,
Castle Street,
Dalkey,
Co Dublin,
A96 W020,
Ireland

We provide the Services to you from Ireland.

What information do we collect?

We collect or receive the following types of personal information:

- Information when you contact us: such as name, email address and message.
- Technical information: such as IP address and browser information;
- Information received from cookies: see our Cookie Policy for more information;
- Business partners: in certain circumstances, we may receive your basic personal information from our business partners.

How do we use this information?

We collect your information when you fill in our contact us/enquiry form on this website

- This includes your name and email address and any comments you care to make in the notes section. We collect this information so that we can contact you and respond to your query or provide you with additional information relevant to your query or business. We retain this information for no longer than is necessary and use industry best practice and methodologies to protect it.
- We also obtain information on your IP address and what browser you use and how you found our website. We use this information to improve our website and help us direct and/or modify our services.

Who we share your information with?

We do not share your information with third parties other than as set out in this Policy. We may share your information in the following circumstances:

- **Consent:** We will share your information with a third party where you have allowed us to do so.
- **Business [Transfer]:** Where we work with partners on your behalf, we may be required to share your details with the businesses we work with.
- **Legal and safety:** In certain instances, we may share information where we reasonably believe that it is necessary for legal reasons, to defend our legal rights, to enforce our Terms of Use or to protect our rights, property, users, customers or the safety of any person. For example, we may provide personal information where ordered by a court to do so.

Please note that third party cookies are available on our website and third parties may directly obtain information through these tools. See our Cookies Policy for more information.

How long do we keep personal information?

We keep personal data for as long as is necessary in light of the purposes set out in this Policy.

We may retain certain personal information for a longer period of time if required to do so by law.

Our security

We use appropriate security to keep personal information secure. Unfortunately, as nothing sent over the internet is 100% secure, we cannot guarantee the security of personal information.

Your rights

Under Irish data protection law, you have the right to access your information. In some circumstances, you also have the right to amend or delete your personal information.

If you have any questions about your rights or requests including for access, modification or deletion, please email us at info@conferenceorganisers.ie

Where we store personal information

We generally store personal information on servers located inside the European Economic Area. However, in certain cases it may be necessary for us to transfer certain information to servers located outside of the EU. It is important to be aware that the privacy protections in certain jurisdictions may not be equivalent to those in Europe. We

only transfer your information outside the EEA where permitted by law and ensuring that it is subject to appropriate protections.

Changes to this Policy

Our practices and Services may change over time as our business develops and we may need to inform you of changes to how we collect and use personal information. As a result, we may make changes to this Privacy Policy from time to time.

If we make changes to the Policy, we will indicate here so please check back periodically. If we make material changes to this Policy, we will take reasonable steps to notify you, such as by email or popups on the Site.

If you are unhappy with the changes that we propose, you are free to close your account with us. Alternatively, you can continue to use our products. If you continue to use our services after the date any revised Privacy Policy comes into force, you will be deemed to have consented to the revised Privacy Policy.

Contact

If you have any queries about this Policy or our privacy practices, email us on info@conferenceorganisers.ie

COOKIE POLICY

How do we gather the information?

Our website uses cookies. We will ask you to consent to our use of cookies in accordance with the terms of this policy when you first visit our website. By using our website and agreeing to this policy, you consent to our use of cookies in accordance with the terms of this policy.

What are cookies?

A cookie, also known as an HTTP cookie, web cookie, or browser cookie, is a small text file that is placed on your machine to help the site provide a better user experience.

In general, cookies are used to retain user preferences and provide anonymised tracking data to third party applications like Google Analytics. As a rule, cookies will make your browsing experience better.

Cookies may be either “persistent” cookies or “session” cookies: a persistent cookie will be stored by a web browser and will remain valid until its set expiry date, unless deleted by the user before the expiry date; a session cookie, on the other hand, will expire at the end of the user session, when the web browser is closed.

Cookies do not typically contain any information that personally identifies a user, but personal information that we store about you may be linked to the information stored in and obtained from cookies. This website uses cookies to track usage and help improve features and services of the site.

How we use cookies

Statistical and analytical information from cookies provides us with general and not individually specific information about the number of people who visit this website; the number of people who return to this site; the pages that they visit; where they were before they came to this site and the page in the site at which they exited. This information helps us monitor traffic on our website so that we can manage the site's capacity and efficiency. It also helps us to understand which parts of this site are most popular, and generally to assess user behaviour and characteristics in order to measure interest in and use of the various areas of the site.

We use **Google Analytics** to analyse the use of our website. Our analytics service provider generates statistical and other information about website use by means of cookies.

Our analytics service provider's privacy policy is available at:
<https://www.google.com/policies/privacy/>

Blocking cookies

Most browsers allow you to turn off cookies or to customise your settings for cookies. Should you wish to change those settings please feel free to do so. The most effective way to do this is to disable cookies in your browser. We suggest consulting the Help section of your browser or taking a look at the [About Cookies website](#), which offers guidance for all modern browsers.

However please be advised that blocking or deleting cookies may have a negative impact on some of the functionality of the website.