ANTI-SPAM POLICY

- 1. Introduction
- 1.1 In the context of electronic messaging, "spam" means [unsolicited, bulk or indiscriminate messages, typically sent for a commercial purpose].
- 1.2 We have a zero-tolerance spam policy.
- 2. Spam filtering
- 2.1 Our messaging systems automatically scan all incoming [email and other] messages and filter out messages that appear to be spam.
- 2.2 We may also report incoming email as spam. This can result in IP addresses and domain names being blacklisted.
- 3. Spam filtering issues
- 3.1 No message filtering system is 100% accurate, and from time to time legitimate messages will be filtered out by our systems.
- 3.2 If you believe that a legitimate message you have sent has been filtered out by our systems, please advise the message recipient by another means.
- 3.3 You can reduce the risk of a message being caught by the spam filters by:
- (a) sending the message in plain text (instead of, or in addition to, HTML);
- (b) removing any message attachments;
- (c) avoiding the terminology and text styling typically used by spammers; and/or
- (d) ensuring that your messages are scanned for malware before dispatch.
- 4. User spam
- 4.1 We provide a facility that enables users to send [email messages or private messages to others.
- 4.2 Users must not use our messaging facility or any of our other services to store, copy, send, relay or distribute spam.
- 4.3 Full provisions concerning the use of our messaging facility are set out in [our website terms and conditions of use].
- 5 . Receipt of unwanted messages from us
- 5.1 In the unlikely event that you receive any message from us or sent using our systems that may be considered to be spam, please contact us using the details below and the matter will be investigated.
- 6. Variation
- 6.1 We may amend this policy at any time by publishing a new version on our website.
- 7. Our details
- 7.1 This website is owned and operated by iNf4mation Limited (Seychelles).
- 7.2 Our principal place of business is House of Francis, Suite 303, Ile Du Port, Mahe, Seychelles.
- 7.3 You can contact us by using our website contact form, by email to admin@iNf4mation.com

COOKIES POLICY

- 1. Introduction
- 1.1 Our website uses cookies.
- 1.2 [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.]
- 2. About cookies
- 2.1 A cookie is a file containing an identifier (a string of letters and numbers) that is sent by a web server to a web browser and is stored by the browser. The identifier is then sent back to the server each time the browser requests a page from the server.
- 2.2 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.
- 2.3 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.
- 2.4 Cookies can be used by web servers to identity and track users as they navigate different pages on a website and identify users returning to a website.
- 3. Our cookies
- 3.1 We use both session and persistent cookies on our website.
- 3.2 The names of the cookies that we use on our website, and the purposes for which they are used, are set out below:
- (a) we use both session and persistent cookies on our website to [recognise a computer when a user visits the website / track users as they navigate the website / enable the use of a shopping cart on the website / improve the website's usability / analyse the use of the website / administer the website / prevent fraud and improve the security of the website / personalise the website for each user / target advertisements which may be of particular interest to specific users]
- 4. Analytics cookies
- 4.1 We use [Google Analytics] to analyse the use of our website.
- 4.2 Our analytics service provider generates statistical and other information about website use by means of cookies.
- 4.3 Currently, the analytics cookies used by our website have the following names: [_utma, _utmb, _utmc and _utmz]
- 4.4 The information generated relating to our website is used to create reports about the use of our website.
- 4.5 Our analytics service provider's privacy policy is available at: [http://www.google.com/policies/privacy/].
- 5. Third party cookies
- 5.1 Our website also uses third party cookies.

5.2 [[We publish Google AdSense interest-based advertisements on our website. These are tailored by Google to reflect your interests. To determine your interests, Google will track your behaviour on our website and on other websites across the web using the DoubleClick cookie. / We publish Google AdSense advertisements on our website. To determine your interests, Google will track your behaviour on our website and on other websites across the web using the DoubleClick cookie. This behaviour tracking allows Google to tailor the advertisements you see on other websites to reflect your interests (we do not publish interest-based advertisements on this website).] You can view, delete or add interest categories associated with your browser by visiting: http://www.google.com/settings/ads/. You can also opt out of the AdSense partner network cookie using those settings or using the NAI's (Network Advertising Initiative's) multi-cookie opt-out mechanism at: http://www.networkadvertising.org/choices/. However, these opt-out mechanisms themselves use cookies, and if you clear the cookies from your browser your opt-out will not be maintained. To ensure that an opt-out is maintained in respect of a particular browser, you may wish to consider using the Google browser plug-in available at: https://www.google.com/settings/ads/plugin.]

- 6. Blocking cookies
- 6.1 Most browsers allow you to refuse to accept cookies; for example:
- (a) in the latest Internet Explorer (version 10 onwards) you can block cookies using the cookie handling override settings available by clicking "Tools", "Internet Options", "Privacy" and then "Advanced";
- (b) in the latest version of Firefox (version 24 onwards) you can block all cookies by clicking "Tools", "Options", "Privacy", selecting "Use custom settings for history" from the drop-down menu, and unticking "Accept cookies from sites"; and
- (c) in the latest version of Chrome (version 29 onwards), you can block all cookies by accessing the "Customise and control" menu, and clicking "Settings", "Show advanced settings" and "Content settings", and then selecting "Block sites from setting any data" under the "Cookies" heading.
- 6.2 Blocking all cookies will have a negative impact upon the usability of many websites.
- 7. Deleting cookies
- 7.1 You can delete cookies already stored on your computer; for example:
- (a) in the latest version of Internet Explorer (version 10 onwards), you must manually delete cookie files (you can find instructions for doing so at http://support.microsoft.com/kb/278835);
- (b) in the latest version of Firefox (version 24 onwards), you can delete cookies by clicking "Tools", "Options" and "Privacy", then selecting "Use custom settings for history", clicking "Show Cookies", and then clicking "Remove All Cookies"; and
- (c) in the latest version of Chrome (version 29 onwards), you can delete all cookies by accessing the "Customise and control" menu, and clicking "Settings", "Show advanced settings" and "Clear browsing data", and then selecting "Delete cookies and other site and plug-in data" before clicking "Clear browsing data".
- 7.2 Deleting cookies will have a negative impact on the usability of many websites.
- 8. Our details
- 8.1 This website is owned and operated by iNf4mation Limited (Seychelles).

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