

## **Privacy Policy**

Knowles is committed to protecting and respecting your privacy online. This statement sets out our Privacy Policy and explains what we do with the personal information that we collect from our users. Please read the following to understand our views and practices regarding personal information. If you have any questions or concerns regarding this statement, you should contact us using the details given at the end of this statement.

Please note that this Policy applies only to Knowles branded websites and not to the websites of other organisations to which we provide links. We have no control or responsibility for the privacy policies or practices of such third party sites and you should make your own enquiries in respect of them.

### **Consent**

You signify your consent to our collecting and using your personal information in accordance with this Privacy Policy by your use of this website. We shall keep a regular update copy of this Privacy Statement on our website.

### **Cookies and IP addresses**

A cookie is a piece of information that is stored on your computer's hard drive by your web browser. When you register for the Knowles site, Knowles employs a cookie to recognise subscribers and their access on the site. If you choose not to receive cookies, you may not be able to access all of the features on the website. Knowles also logs IP addresses, or the location of your computer on the Internet, for systems administration and troubleshooting purposes. We may log IP addresses to track a user's session. Your browser lets us know the type of computer and operating system being used.

How is this information used?

We may carry out statistical analysis of user behaviour in order to measure consumer interest in the various areas of the site. For purposes of credit administration, verification and risk management, we may exchange information about you with reputable reference sources. Using the e-mail addresses provided at registration, Knowles periodically sends promotional e-mail to its users with information about services offered by Knowles.

### **Opting Out**

If you decide you do not want your details used for these purposes, please send a blank e-mail to: [unsubscribe@jrknowles.com](mailto:unsubscribe@jrknowles.com) if you do not want Knowles to email you with details of our other products and services which may be of interest.

We are only able to unsubscribe you with reference to the e-mail address you use, not by your name. We do not send out automatic notifications to subscribers confirming that they have been opted out once they have used these opt out email addresses. Upon request, Knowles shall remove any subscriber (and related personal information) from our database.

We reserve the right to contact you via post, email or telephone solely in relation to the administration of your account.

Knowles reserves the right to access and disclose individually identifiable information

to comply with applicable laws, court orders and lawful government and regulatory requests, to operate its systems properly, and/or to protect itself and its staff.

What else should you know about your privacy?

The information that you post on message boards is visible to the public. Please remember that, whenever you disclose personal information publicly, that information can be collected and used by others. If you post personal information online, that is accessible to the public, you may receive unsolicited messages from other parties in return. If you do not want strangers to send you email, do not post your email address on a message board.

Furthermore, whilst we do our best to protect your personal information, Knowles cannot ensure or warrant the security of any information that you transmit to us.

Please be careful and responsible whenever you are online.

Contact details

Should you feel that your privacy or security is being compromised, or have any questions on this statement, please contact us using the following details:

Email: [data.protection@jrknowles.com](mailto:data.protection@jrknowles.com)

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