

Reed & Mackay TERMS & CONDITIONS

REED & MACKAY WEBSITE AND SYSTEMS TERMS AND CONDITIONS

Reed & Mackay provides corporate travel management for business professionals. We are registered in England and Wales under company number 00963087 and have our registered office at 25 Farringdon Street, London, EC4A 4AF. Our online services are provided through our website, www.reedmackay.com (the “Site”), which is operated by Reed & Mackay Travel Limited (“**Reed & Mackay**”, “**we**”).

These terms and conditions (the “**Terms**”) also refer to other additional terms which also apply to your use of our site. Please see also:

- the Privacy Notice; and
- the Cookie Policy.

By using our Site, you accept the Terms set out herein and the above policies.

UPDATES TO THE SITE

Reed & Mackay may update the Site and its content at any time, without notice. Please therefore ensure that you regularly check these Terms to ensure that you understand the applicable Terms that apply at the time.

Reed & Mackay does not guarantee that the Site, or any content on it, will be free from errors or omissions.

ACCESS TO THE SITE

Our Site is made available free of charge and access is permitted on a temporary basis. Reed & Mackay does not guarantee that the Site, or any content on it, will always be available or be uninterrupted, but we will try to give you reasonable notice of any suspension or withdrawal of the Site. Reed & Mackay may suspend, withdraw, discontinue or change all or any part of the Site without notice. Reed & Mackay will not be liable to you if for any reason the Site is unavailable at any time or for any period.

You are responsible for making all arrangements necessary with regard to your access to the Site, including ensuring that all persons who access the Site through your internet connection are aware of these Terms (and any other applicable policies) and that they comply with them.

PASSWORD RESTRICTED AREAS OF THE SITE

If you are provided with an account and a password to access the Reed & Mackay travel portal and/or any other restricted area of the Site (either being a “**Restricted Area**”), you must treat such information as confidential. You must not disclose it to any third party. Unauthorised individuals attempting to access a Restricted Area may be subject to prosecution.

Reed & Mackay has the right to disable an account if, in Reed & Mackay’s reasonable opinion, you have failed to comply with any of the provisions of these terms and conditions.

If you know or suspect that anyone other than you has access to your account or knows your account details, you must notify Reed & Mackay as soon as reasonably practicable at online.support@reedmackay.com.

INTELLECTUAL PROPERTY RIGHTS

Reed & Mackay is the owner or the licensee of all intellectual property rights in the Site and in the content published on it (including, without limitation, any trademarks, logos and service marks). The Site and such material are protected by intellectual property laws and treaties around the world. All such rights are reserved.

You are not permitted to use the Site or the content other than (i) as a business user in connection with an arrangement between Reed & Mackay and your employer; (ii) as a business user in connection with a potential arrangement between Reed & Mackay and your employer; or (iii) for personal use.

You are prohibited from modifying, copying, distributing, transmitting, displaying, publishing, selling licensing, creating derivative works or using the Site and/or any content available on or through the Site (or any part thereof) without the prior written consent of Reed & Mackay.

The content on our Site is provided for general information only. It is not intended to amount to advice on which you should rely. You must obtain professional or specialist advice before taking, or refraining from, any action on the basis of the content on our site.

Although we make reasonable efforts to update the information on our Site and ensure the accuracy of online booking information, we make no representations, warranties or guarantees, whether express or implied, that the content on our Site is accurate, complete or up to date. If in doubt and where appropriate, please contact Reed & Mackay to speak to an advisor about particular circumstances.

THIRD-PARTY CONTENT

The Site may provide a link to other sites which will enable you to leave the Site and access third-party material and we have no control over the contents of these sites. Such links should not be construed as an endorsement, authorisation, or affiliation by us with respect to such site, its owners or its providers. Reed & Mackay will not be liable for any loss or damage that may arise from your use of a link on the Site.

Conversely Reed & Mackay may bring third-party material into the Site via inverse hyperlinks and/or framing technology. Reed & Mackay is not able to alter, update or control the content on a linked site.

LINKING TO OUR SITE

You may link to the Site's home page, provided you do so in a way that is fair and legal and does not damage Reed & Mackay's reputation or take advantage of it. You must not: (i) establish a link in such a way as to suggest any form of association, approval or endorsement on Reed & Mackay's part where none exists; or (ii) frame the Site on any other site, nor create a link to any part of the Site other than the home page. Reed & Mackay reserves the right to withdraw linking permission without notice.

VIRUSES

Reed & Mackay does not guarantee that the Site will be secure or free from bugs or viruses. You are responsible for configuring your information technology, computer programmes and platform in order to access the Site and you should use your own virus protection software.

You must not misuse the Site by knowingly introducing viruses, trojans, worms, logic bombs or other material which is malicious or technologically harmful. You must not attempt to gain unauthorised access to the Site (including any Restricted Areas), the server on which the Site is stored or any server, computer or database connected to the Site. You must not attack the Site via a denial-of-service (DDoS) attack or a distributed denial-of service attack. By breaching this provision, you would commit a criminal offence under the Computer Misuse Act 1990. Reed & Mackay will report any such breach to the relevant law enforcement authorities and will co-operate with those authorities by disclosing your identity to them. In the event of such a breach, your right to use the Site will cease immediately.

LIABILITY

Nothing in these terms and conditions excludes or limits Reed & Mackay's liability for death or personal injury arising from Reed & Mackay's negligence, fraud or fraudulent misrepresentation, or any other liability that cannot be excluded or limited by English law.

To the extent permitted by law, Reed & Mackay hereby excludes all conditions, warranties, representations or other terms which may apply to the Site or any content on it, whether express or implied.

Reed & Mackay shall not be liable for any errors, omissions or delays in quotes or other data, or for any actions taken in reliance thereupon.

Reed & Mackay will not be liable to any user for any loss or damage, whether in contract, tort (including negligence), breach of statutory duty, or otherwise, even if foreseeable, arising under or in connection with (i) use of, or inability to use, the Site; or (ii) use of or reliance on any content displayed on the Site.

Reed & Mackay is not liable for: (i) loss of profits, sales, business, or revenue; (ii) business interruption; (iii) loss of anticipated savings; (iv) loss of business opportunity, goodwill or reputation; or (iv) any indirect or consequential loss or damage, in each case arising out of or in connection with your use of the Site.

Reed & Mackay will not be liable for any loss or damage caused by a virus, distributed denial-of-service attack, or other technologically harmful material that may infect your computer equipment, computer programs, data or other proprietary material due to your use of the Site or due to your downloading of any content from it or your use of a site and/or your downloading of any content on it which is linked to from the Site.

GOVERNING LAW

These terms and conditions are governed by English law you agree to submit to the jurisdiction of the English Courts.

CONTACT US

To contact us, please email us at online.support@reedmackay.com.

TERMS AND CONDITIONS IN GERMANY

To view terms and conditions covering the usage of our services in Germany please [click here](#).

Reed & Mackay COOKIE POLICY

Cookies Settings

A cookie is a small piece of data (text file) that a website – when visited by a user – asks your browser to store on your device in order to remember information about you, such as your language preference or login information. Those cookies are set by us and called first-party cookies. We also use third-party cookies – which are cookies from a domain different than the domain of the website you are visiting – for our advertising and marketing efforts. More specifically, we use cookies and other tracking technologies for the following purposes:

Strictly Necessary Cookies

These cookies are necessary for the website to function and cannot be switched off in our systems. They are usually only set in response to actions made by you which amount to a request for services, such as setting your privacy preferences, logging in or filling in forms. You can set your browser to block or alert you about these cookies, but some parts of the site will not then work. These cookies do not store any personally identifiable information.

Cookie name	Description	Expiry
OptanonConsent	This cookie is set by the cookie compliance solution from OneTrust. It stores information about the categories of cookies the site uses and whether visitors have given or withdrawn consent for the use of each category. This enables site owners to prevent cookies in each category from being set in the users browser, when consent is not given. The cookie has a normal lifespan of one year, so that returning visitors to the site will have their preferences remembered. It contains no information that can identify the site visitor.	364 days

OptanonAlertBoxClosed	This cookie is set by websites using certain versions of the cookie law compliance solution from OneTrust. It is set after visitors have seen a cookie information notice and in some cases only when they actively close the notice down. It enables the website not to show the message more than once to a user. The cookie has a one year lifespan and contains no personal information.	364 days
wordpress_sec_	WP Admin logged in cookie which is created dynamically.	364 days
wordpress_logged_in_2f89b32b3be5b3ce5bce039a243916c3	On login, WordPress uses the wordpress_[hash] cookie to store your authentication details. Its use is limited to the Administration Screen area, /wp-admin/	0 days
wordpress_2f89b32b3be5b3ce5bce039a243916c3	On login, WordPress uses the wordpress_[hash] cookie to store your authentication details. Its use is limited to the Administration Screen area, /wp-admin/	0 days
wp-settings-time-0	WordPress also sets a few wp-settings-{time}-[UID] cookies. The number on the end is your individual user ID from the users database table. This is used to customize your view of admin interface, and possibly also the main site interface.	0 days
wp-settings-0	WordPress also sets a few wp-settings-{time}-[UID] cookies. The number on the end is your individual user ID from the users database table. This is used to customize your view of admin interface, and possibly also the main site interface.	0 days
wordpress_test_cookie	Used on sites built with WordPress. Tests whether or not the browser has cookies enabledOn login, WordPress uses the	0 days

	wordpress_[hash] cookie to store your authentication details. Its use is limited to the Administration Screen area, /wp-admin/
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Performance Cookies

These cookies allow us to count visits and traffic sources so we can measure and improve the performance of our site. They help us to know which pages are the most and least popular and see how

These cookies allow us to count visits and traffic sources so we can measure and improve the performance of our site. They help us to know which pages are the most and least popular and see how visitors move around the site. All information these cookies collect is aggregated and therefore anonymous. If you do not allow these cookies we will not know when you have visited our site, and will not be able to monitor its performance.

Cookie name	Description	Expiry
_gclxxxx	Google conversion tracking cookie	90 days
_gid	This cookie name is associated with Google Universal Analytics. This appears to be a new cookie and as of Spring 2017 no information is available from Google. It appears to store and update a unique value for each page visited._gid	1 days
_ga	This cookie name is associated with Google Universal Analytics – which is a significant update to Google's more commonly used analytics service. This cookie is used to distinguish unique users by assigning a randomly generated number as a client identifier. It is included in each page request in a site and used to calculate visitor, session and campaign data for the sites analytics reports. By default it is set to expire after 2 years, although this is customisable by website owners._ga	730 days

_uetvid	This is a cookie utilised by Microsoft Bing Ads and is a tracking cookie. It allows us to engage with a user that has previously visited our website.	390 days
_gat_UA-102748342-1	This is a pattern type cookie set by Google Analytics, where the pattern element on the name contains the unique identity number of the account or website it relates to. It appears to be a variation of the _gat cookie which is used to limit the amount of data recorded by Google on high traffic volume websites.	0 days
SM	Used in synchronizing the MUID across Microsoft domains.	0 days
MUID	Identifies unique web browsers visiting Microsoft sites. These cookies are used for advertising, site analytics, and other operational purposes.	389 days
CLID	Identifies the first-time Clarity saw this user on any site using Clarity.	364 days
_clck	Persists the Clarity User ID and preferences, unique to that site, on the browser. This ensures that behavior in subsequent visits to the same site will be attributed to the same user ID.	364 days
_clsk	Connects multiple page views by a user into a single Clarity session recording.	0 days
ANONCHK	Indicates whether MUID is transferred to ANID, a cookie used for advertising. Clarity doesn't use ANID and so this is always set to 0.	10 mins
MR	Indicates whether to refresh MUID.	7 days

Targeting Cookies

These cookies may be set through our site by our advertising partners. They may be used by those companies to build a profile of your interests and show you relevant adverts on other sites. They do not store directly personal information, but are based on uniquely identifying your browser and internet device. If you do not allow these cookies, you will experience less targeted advertising.

Cookie name	Description	Expiry
_fbp	Used by Facebook to deliver a series of advertisement products such as real time bidding from third party advertisers	90 days
_uetsid	This cookie is used by Bing to determine what ads should be shown that may be relevant to the end user perusing the site.	1 day
CONSENT	YouTube is a Google owned platform for hosting and sharing videos. YouTube collects user data through videos embedded in websites, which is aggregated with profile data from other Google services in order to display targeted advertising to web visitors across a broad range of their own and other websites.	6176 days
SRM_B	This domain is owned by Mircosoft – it is the site for the search engine Bing.	389 days
YSC	YouTube	0 days
	This domain is owned by Facebook, which is the world's largest social networking service. As a third party host provider, it mostly collects data on the interests of users via widgets such as the 'Like' button found on many websites. This is used to serve targeted advertising to its users when logged into its services. In 2014 it also started serving up behaviourally targeted advertising on other websites, similar to most dedicated online marketing companies.	0 days

VISITOR_INFO1_LIVE	This cookie is used as a unique identifier to track viewing of videos	180 days
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Functional Cookies

These cookies enable the website to provide enhanced functionality and personalisation. They may be set by us or by third party providers whose services we have added to our pages. If you do not allow these cookies then some or all of these services may not function properly.

We currently do not have any functional cookies.