

OTEL TUNALI TURIZM INS. VE TIC. LTD. STI.

CLARIFICATION TEXT ON PROTECTION OF PERSONAL DATA (CUSTOMER)

We would like to inform and enlighten you about the personal data processing activities we carry out as Otel Tunalı Turizm İnş. Ve Tic. Ltd. Şti. (Briefly "Data Controller") in the capacity of data controller, in accordance with the Article 10 of the Law on the Protection of Personal Data No. 6698 ("KVKK"), and the Communiqué on the Procedures and Principles to be Followed in Fulfillment of the Obligation to Inform.

1. Purpose, Method and Legal Reason for Processing Your Personal Data

Your personal data (*name-surname, e-mail address, contact address, place of birth, date of birth, signature, national identity number, vehicle plate information, telephone number, payment information, credit card information, bank account information, billing information, check and promissory note information*) is processed for the purposes of executing financial and accounting works, executing/supervising business activities, executing service sales processes in accordance with the KVKK and other relevant legislation and the Data Controller's Personal Data Protection and Processing Policy, by means of hard copy, hard disk, e-mail, software program recording techniques, automatically or non-automatically, verbally, in writing or electronically in compliance with the provisions of Articles 5 and 6 of the KVKK, on the legal grounds for the establishment and performance of the contract and the legitimate interests of the data controller. In the processing of personal data, the following principles are complied:

- Lawfulness and fairness,
- Being accurate and kept up to date where necessary,
- Being processed for specified, explicit and legitimate purposes,
- Being relevant, limited and proportionate to the purposes for which they are processed,
- Being stored for the period laid down by relevant legislation or the period required for the purpose for which the personal data are processed.

You can find detailed information about the purposes of processing your personal data by us from the Personal Data Storage and Disposal Policy on the Protection and Processing of Personal Data on our website www.oteltunali.com.tr.

2. Transfer of Personal Data

We, as the data controller, may process, record, store, classify, update, and transfer your personal data with your knowledge and consent, in line with the KVKK and laws, and in accordance with the lawfulness and fairness principles.

Domestic Transfer:

- Authorized Public Institutions and Organizations
- Financial Advisor

3. Security of Personal Data

As a Data Controller, we are obliged to ensure your data security within the scope of the Personal Data Protection Law No. 6698. Therefore, we take all kinds of technical and administrative measures;

- To prevent the unlawful processing of personal data,
- To prevent unlawful access to personal data,
- To ensure the protection of personal data

In addition, we conduct or have conducted the appropriate inspections in our own institution or organization in order to ensure the implementation of the provisions of this Law.

We do not disclose, share, transfer your personal data in violation of KVKK and other legislation, and do not use them for purposes other than processing.

4. Rights of The Data Subject Pursuant to Article 11 of KVKK

You can fill out the Data Subject Application Form on our website at www.oteltunali.com.tr for all of your requests, or email us the application form you prepared yourself using the methods given below. The applications you submit to us will be replied and concluded within 30 days, according to Article 11 of the KVKK. The rights you have pursuant to the above-mentioned article are listed below.

- To learn whether your personal data is processed or not by the data controller and to demand for information as to your personal data have been processed,
- To learn the purpose of the processing of your personal data and whether these personal data are used in compliance with the purpose,
- To request the rectification of the incomplete or inaccurate data, if any,
- To request the erasure or destruction of your personal data under the conditions referred to in Article 7 of the KVKK,
- To request reporting of the operations carried out pursuant to sub-paragraphs (d) and (e) to third parties to whom your personal data have been transferred,,
- To object to the occurrence of a result against yourself by analyzing the data processed solely through automated systems,
- To claim compensation for the damage arising from the unlawful processing of your personal data.

Regarding your requests for the use of the above-mentioned rights, you can do the following:

- You can deliver your requests to the secretariat of our hotel at the address of Tunalı Hilmi Cd. No:119, 06700 Kavaklıdere Çankaya/Ankara, with documents identifying your identity,
- You send your requests to our e-mail address kvk@oteltunali.com.tr with information and documents identifying your identity,or
- You can send your requests to our address above via a notary public or by registered mail.

Thank you for reading the clarification text.
Hotel Tunali Turizm İnş. ve Tic. Ltd. Sti.