

## SULTANAHMET KÖFTECİSİ GIDA ÜRÜNLERİ A.Ş.

### CONTACT FORM DISCLOSURE TEXT

This disclosure text has been prepared by Sultanahmet Köftecisi Gıda Ürünleri A.Ş. ("SULTANAHMET KÖFTECİSİ"), whose information is provided below, in its capacity as data controller within the scope of Article 10 of the Law on Protection of Personal Data No. 6698 ("Law") and the Communiqué on Procedures and Principles to be Complied with in Fulfilling the Obligation to Inform, **for visitors who fill out the contact form on its website (www.sultanahmetkoftesi.com).**

**MERSİS Number:** 205007162700011 **Address:** Divanyolu Cad. No 12 Fatih/Istanbul **Phone:** 212 5136468 **E-mail:** info@sultanahmetkoftesi.com

**Categories and Purposes of Processed Personal Data** Your personal data collected through the contact form on our website falls into the following categories based on the fields specified in the form:

- **Identity Information:** Your name, surname.
- **Contact Information:** Your e-mail address.
- **Transaction Information/Other Information:** Your subject and message content.

Your personal data is processed in accordance with the general principles specified in Article 4 of the Law: lawfully and fairly, accurately and, where necessary, up-to-date, for specified, explicit and legitimate purposes, relevant, limited and proportionate to the purposes for which they are processed.

These personal data are processed solely for the purposes of **receiving, evaluating, answering, and conducting communication activities related to your requests, questions, or complaints.**

**Method of Personal Data Collection and Legal Basis** Your personal data is collected by **electronically filling out the contact form on our website.**

Your collected personal data is processed based on the legal ground specified in Article 5, paragraph 2, sub-paragraph (f) of the Law: **"It is mandatory to process data for the legitimate interests of the data controller, provided that it does not harm the fundamental rights and freedoms of the data subject"**. This includes our legitimate interest necessary to establish effective communication with you, respond to your requests, and manage your questions or comments regarding the services offered by our Company.

**To Whom and For What Purpose Can Processed Personal Data Be Transferred** Your collected personal data may be transferred to **judicial authorities or relevant law enforcement agencies** for the purposes of resolving legal disputes or upon request as required by relevant legislation, in accordance with the fundamental principles stipulated in the Law and within the personal data processing conditions specified in Articles 8 and 9 of the Law.

Your requests within the scope of Article 11 of the Law, which regulates "Rights of the Data Subject," can be made by submitting a petition prepared in accordance with the Communiqué on the Procedures and Principles for Application to the Data Controller (Official Gazette:

10.03.2018/30356) or by sending the "**Personal Data Owner Application Form**" available at [www.sultanahmetkoftesi.com](http://www.sultanahmetkoftesi.com) to SULTANAHMET KÖFTECİSİ's e-mail, postal address, or physical address.

**Sultanahmet Köfteci Gıda Ürünleri A.Ş. DISCLOSURE DECLARATION** I declare that I have been sufficiently informed about all the matters explained above, that I have read and understood the disclosure text, and that **I am aware of my rights within the scope of Article 11 of Law No. 6698.**

**Data Subject** Name, Surname: .....

Turkish ID No: .....

Date: .... / .... / .....

Signature