# BOOKLOGIC BİLGİ TEKNOLOJİLERİ VE TUR. LTD. ŞTİ. PERSONAL DATA PROTECTION LAW REAL PERSON LIGHTING TEXT

The law on protection of personal data No. 6698 ("Law"), the 10-item and the European Union data protection directive ("GDPR") in accordance with your personal data could be collected, since the methods of personal data collection and legal reason, for which purposes your personal data processed by our company, your personal data to any third parties mentioned/transferred and for which purposes they explained that, to lighting that you can use as your rights regarding the owner of the data, and we are under no obligation.

Protection of personal data lighting text as data controller BOOKLOGIC BİLGİ TEKNOLOJİLERİ VE TUR. LTD. ŞTİ. 'nin (Booklogic) what are rights regarding your personel data that IC collects/countries/stores, how the internet service with the adress <u>https://booklogic.net/tr/</u>how you can change your preferences for electronic messages and those that explain the basic principles of this library.

The target audience of this text is all natural persons whose personal data are processed by our Company, except for employees of our Company or candidates for employees who have applied for a job in our Company.

# **Booklogic Basic principles Regarding Personal Data**

Booklogic acts in accordance with the conditions in the legislation regarding the protection and processing of personal data and adopts the principles listed below in order to ensure that personal data is processed in accordance with the Constitution and relevant legislation; Compliance with the law and honesty of personal data processing activities, Ensuring that personal data is accurate and up-to-date when necessary, Processing personal data for specific, clear and legitimate purposes and adhering to these purposes, and not to be stored for longer than legally permitted. In such cases, your personal data is processed limited to the scope of the express consent you have provided of your free will. You have the opportunity to withdraw your express consent at any time.

#### **Processed Personal Data:**

Identity Data:Idetity(Name, Surname,Tr Identity No,Passport No)

Communication Data: Communication (E-mail, Address, Telephone Number.)

**Customer transaction Information**: Call Center Records, Invoice, Promissory Note, Check Information, Order Information, Request Information,

**Transaction Security Information:** IP address Information, Website Login And Exit Information, Password And Password Information.

**Risk Management:** Information Processed For The Management Of Commercial, Technical, Administrative Risks,

**Finance Information**: Iban No,credit/debit card information,Billing information,Bank information **Audio and Visual Data:**Camera Recordings.

**Marketing Information**: Information and evaluations obtained as a result of targeting information, cookie records, data enrichment activities, personal surveys, satisfaction surveys, campaigns and direct marketing studies.

#### Data Subject Person Group:

Shareholder Potential Product or Service Buyer Business Partner/Supplier Employee Business Partner/Supplier Authorized Product or Service Recipient

#### Principles and Legal Reasons for Processing Personal Data:

As Booklogic, by our Company in the capacity of data controller, or by our call centers on behalf of our Company, or through our websites and social media pages and/or all kinds of channels including but not limited to automatic and non-automatic methods, Your personal and/or sensitive personal data obtained verbally, in writing or electronically in line with your express consent; For purposes such as access to advertisements and content, establishment of contracts, marketing, research, creating statistics, increasing product service quality, preparing personalized offers, ensuring the legal and commercial security of third parties with whom we have a commercial relationship, KVKK Article 5/ Your express consent to be given pursuant to clause 1 can be obtained in whole or in part by accepting legal grounds. Can be recorded, stored, stored, changed, updated, periodically checked, rearranged, classified, kept for the period required for the purpose for which they are processed or for the period stipulated in the relevant law.

# **Purpose of Processing Personal Data**

- Execution of Access Authorizations
- Execution of Activities in Accordance with the Legislation
- Financial and Accounting Affairs Conducting
- Execution of Assignment Processes
- Follow-up and Execution of Legal Affairs
- Execution / Supervision of Business Activities
- Execution of Business Continuity Ensuring Activities
- Execution of Goods / Services Procurement Processes
- Execution of Customer Relationship Management Processes
- Execution of Risk Management Processes
- Execution of Storage and Archiving Activities
- Execution of Contract Processes
- Execution of Marketing Processes of Products / Services
- Data Supervisor Ensuring the Security of Operations
- Providing Information to Authorized Persons, Institutions and Organizations
- Execution of Management Activities
- Performing ordinary operational transactions such as your reservation and sales transactions, and other services.
- To inform you, our customers, about our ordinary activities such as contacting you via SMS, email or telephone regarding the product you have purchased, (we would like to remind you that the messages that do not have marketing purposes and are sent only for the purposes of the above or similar service information, Commercial Communication and Commercial Communication It can be sent to you by Booklogic even if you are not subject to approval in

accordance with Article 6 of the Regulation on Electronic Messages and you have not given your consent to receive messages)

- Receiving our customers' opinions, complaints and evaluations about our services through written/online forms and surveys, and their evaluation,
- Ensuring compliance with the national and international legislation to which Booklogic is subject and fulfilling the obligations arising from the relevant legislation,

# **Transfer Principles of Personal Data**

Personal data processed by Booklogic within the framework of the above-mentioned principles and legal reasons, in case of legal or service-related actual requirements, with private-legal persons with whom our Company works, or with public institutions and organizations for which it is legally liable, and/or It can be shared/transferred with real person/legal persons from the relevant 3rd person residing in Turkey or abroad, and hosted on servers located abroad. In this context, your personal data collected by Booklogic, in line with your express consent pursuant to article 5/1 of the KVKK, As a third party service provider, the storage and hosting services are transferred to the company named Amazon Web Services ("AWS"), from which we purchase the service contract, and the data is stored on the servers located in Frankfurt/Germany owned by AWS. Maximum effort will be made by Booklogic to provide you with the necessary information, even in the presence of the above situations, in order to ensure the level of security. In this context, your rights under Article 11 of the KVKK are explained in detail in the following sections.

Booklogic is an intermediary service provider that brings together service/product providers and users and gives users the right to benefit from advantageous offers and campaigns. In this context, in accordance with the decisions of the Personal Data Protection Board; We point out that if the necessary information and permissions are not given in terms of personal data, some features may be out of use, the service cannot be provided partially or completely, in other words, a contract cannot be established between the parties. Because, without prejudice to exceptional circumstances, it should not be ignored that the acquisition, processing and transfer of personal data is necessary in order to purchase a product/service code. Booklogic does not accept any responsibility for the inability to sell the product/service code due to the lack of necessary approval for the provision, processing and/or transfer of personal data.

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# Processing and Storage Periods of Personal Data

Booklogic retains the personal data it processes in accordance with Article 138 of the Turkish Penal Code and Article 4 and Article 7 of the KVKK only for the period stipulated in the relevant legislation or required by the personal data processing purpose. In this context, first of all, it is determined whether a certain period is foreseen in the relevant legislation for the storage of the personal data subject to processing. If a legal period has been determined, this period will be complied with. If the legal period is not determined, the period required for the realization of the processing purpose is determined and personal data is kept limited to this period.

In accordance with the Law No. 6563 on the Regulation of Electronic Commerce; records of withdrawal of consent 1 year from this date; The content of the commercial electronic message and any other record related to the post will be kept for 3 years to be submitted to the relevant ministry when necessary. The information regarding the purchases made by the users on Booklogic.com will be kept for a period of 10 years, which is the general statute of limitations, in order to protect the legal rights of the users and third parties. After the time has passed, your personal data will be deleted, destroyed or anonymized by periodic deletions by our Company. Pursuant to Article 7 of the Regulation on the Deletion, Destruction or Anonymization of Personal Data, All transactions regarding the deletion or destruction of personal data in question will be recorded and kept for at least 3 years, excluding other legal obligations.

# **Rights of the Data Owner Regarding Personal Data**

a) learning whether it has been processed,

- b) requesting information if it has been processed,
- c) learning the purpose of processing and whether it is used in accordance with its purpose,
- ç) third parties to whom it is transferred in Turkey / abroad to know,
- d) to request correction if it is incomplete / incorrectly processed,

e) to request that it be deleted / destroyed within the framework of the conditions stipulated in the law,

f) to the third parties listed above (d) and (e) requesting notification of the transactions made in accordance with the

g) you have the right to object to the emergence of a result against you due to the analysis exclusively by automated systems,

ğ) to demand the compensation of the damage in case you suffer damage due to unlawful processing.

Within the scope of Article 11 of the Data Owner's KVKK Applications to be made must comply with the Communiqué on the Procedures and Principles of Application to the Data Controller ("Communiqué") published by the Personal Data Protection Board. According to the said Communiqué, the Data Owner's requests arising from Article 11 of the KVKK, in writing or registered electronic mail (KEP) address, secure electronic signature, mobile signature or by using the e-mail address previously notified to Booklogic by the Data Owner and registered in Booklogic's system, or by means of a software or application developed for the purpose of application, in a way that includes the mandatory information.

According to the nature of your request, your applications will be finalized as soon as possible and within thirty days at the latest; however, in case of additional costs, the Company reserves the right to charge you a fee according to the tariff to be determined by the Personal Data Protection Board.

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According to the Communiqué, this information, which must be included in the application, is as follows;

• Name, surname and signature if the application is in writing

• TR identity number for citizens of the Republic of Turkey, nationality for foreigners, passport number or identification number if any

- Place of residence or workplace address for notification
- E-mail address, telephone and fax number for notification, if any
- Subject of request

**GDPR FORM** 

#### **DATA CONTACT INFORMATION**

BOOKLOGIC BİLGİ TEKNOLOJİLERİ VE TUR. LTD. ŞTİ. Web Address: <u>https://booklogic.net/tr/</u> Email: <u>privacy@booklogic.net</u> Mersis No: 0624031991100017 Address: İkitelli OSB Mahallesi YTÜ Teknopark Kat: 2 / Ofis: 219 / Başakşehir İstanbul