

ASTAŞ – YAPI VE YAPI ADI ORTAKLIĞI**(ORDINARY PARTNERSHIP)****VISITOR DISCLOSURE FORM**

ASTAŞ – YAPI VE YAPI ADI ORTAKLIĞI (the “Ordinary Partnership”), in the capacity of data controller, may process the Personal Data obtained directly from the visitors themselves, through the website, CCTV, logs or other communication channels in audio, electronic or written format under the scope provided below.

Data Subject	Personal Data Processed	Purpose of Processing	Legal Grounds
Visitor	Identification Details (Full Name; Turkish Id No.*) Contact Details (Phone / Mobile)	<u>Planning and Execution of Emergency Management Processes; Conducting Physical Venue Inspection and Security; Ensuring security of the Company location and/or facilities; Creation and follow-up of visitor records; Planning, inspecting and executing information security processes</u>	Fulfilment of our legal obligations
	Legal Transaction Details (Internet Access Logs;* Date and Hour of Visit; Subject of Visit; Person to be Visited;) Information in Visual and Audio Format (CCTV Camera Records)	<u>Planning and Execution of Emergency Management Processes; Conducting Physical Venue Inspection and Security; Ensuring security of the Company location and/or facilities; Creation and follow-up of visitor records; Planning, inspecting and executing information security processes</u>	Explicitly stipulated in KVKK
Website Visitor	Identification Details (Full Name;) Contact Details (E-mail; Phone Number; Address (Province/District);) Reputation Management Details (Details of Complaints Received/Collected from the Internet and Social Media; Information Provided in the Website Contact Form)	<u>Planning, controlling and executing information security processes</u>	Fulfilment of our legal obligations
	Transaction Security Information (Cookies; IP Address)	<u>Planning, controlling and executing information security processes</u>	Explicitly stipulated in KVKK

Data marked with asterisk are processed in order to provide for the information security processes regarding our visitors connecting to the company’s Wi-Fi network.

Your aforementioned personal data is collected on the legal grounds that it is expressly provided for in KVKK as well as for fulfilling our Legal obligation, and may be transferred to our relevant business partners, legally authorized public organizations and private persons or organizations and third persons for the purpose of Planning and Executing Emergency Management Processes; Conducting Physical Venue Inspection and Security; Ensuring security of the Company’s location and/or facilities; Creation and follow-up of visitor logs; Planning, inspecting and executing information security processes where the processing is limited to the pursuit of these purposes and the personal data processing conditions set forth in Articles 8 and 9 of KVKK, and may be processed in the country and abroad.

As the owners of personal data, you have the rights listed in Article 11 of KVKK. You may visit the website www.moresidencesetiler.com to file your requests regarding your rights, get detailed information and to exercise your rights on your personal data.