

SOFTTECH YAZILIM TEKNOLOJİLERİ ARAŞTIRMA GELİŞTİRME VE PAZARLAMA TİCARET ANONİM ŞİRKETİ
INFORMATION NOTICE ON PROTECTION AND PROCESSING OF PERSONAL DATA

Pursuant to the Personal Data Protection Law No. 6698 (the “**Law**”), Softtech Yazılım Teknolojileri Arastirma Gelistime ve Pazarlama Ticaret Anonim Sirketi (“**Company**”)acting in the capacity of data controller processes your personal data subject to the scope described below.

1) The Purpose and Legal Ground of Processing the Personal Data

Personal data collected may be processed for the following purposes and based on the following grounds subject to the condition of processing the personal data as described under Article 5 of the Law and in accordance with the basic principles specified under the Law:

Personal Data Processed	Purpose of Processing	Legal Ground of Processing
Name – Surname, Title, E-Mail, Company	Conducting Communication Activities Regarding Softtech Products and Services	The processing activity is carried out based on your explicit consent which is one of the conditions of personal data processing that is described under article 5/1 of the Law.

2) Transfer of Your Personal Data and the Purposes of Transferring

Personal data collected may be transferred to competent governmental authorities, legally authorized persons and the third persons specified in the table below in accordance with article 8 of the Law in order to achieve the Purpose of Processing subject to the data processing conditions specified under article 5 of the Law.

3rd Person Transferees	Personal Data Transferred	Purpose of Transfer	Legal Ground of Transfer
CRM Applications with servers located in Türkiye	Name – Surname, Title, E-Mail, Company	Acquiring Data Hosting Services	Transfer Activities are carried out without explicit consent in accordance with Article 5/2(f) of the Law, as processing of data is necessary for the legitimate interests pursued by the controller, provided that this processing shall not violate the fundamental rights and freedoms of the data subject within the scope of Article 8/2(a) of the Law.

3) Method of Collecting Your Personal Data

Your personal data is collected by our Company with online electronic forms based on the legal grounds described under Article 1 of this Information Notice.

4) Your Rights Regarding Your Personal Data

Please note that, pursuant to article 11 of the Law, as a data subject, you have right to:

- Get information as to whether your personal data is processed or not,
- Request information if your personal data is processed,
- Get information regarding the purpose of processing your personal data and whether your data is used in accordance with the intended purpose or not,
- Get information about the domestic and international third persons to whom your personal data is transferred,
- Request rectification in case your personal data is processed in an incomplete or erroneous manner and request notification of the actions taken for this purpose to the third person transferees,
- Request deletion or destruction of your personal data in case the reasons of processing are no longer valid even though your personal data is processed in accordance with the Law and other applicable legislative provisions and accordingly, request notification of the relevant actions to the third person transferees,
- Object in case any result is obtained against you upon analysis of your personal data processed solely through the automatic systems,
- Require indemnification against losses that may arise from illegal processing of your personal data.

You can submit your applications regarding your rights listed above to our Company by using the addresses provided below:

- **Written Application:** You can complete the Personal Data Application Form provided at <https://softtech.com.tr/wp-content/uploads/2018/07/KVK-Ba%C5%9Fvuru-Formu.pdf> address and deliver the same at İTÜ Ayazağa Kampüsü Reşitpaşa Mahallesi Katar Caddesi İTÜ Teknokent ARI-3 Binası No: 4 Kat: 4-5 34469 Maslak-Sarıyer/İstanbul address with wet signature, or send to the KEP address provided below with secure electronic signature.
- **Registered Electronic Mail (KEP) Address:** softtech@hs02.kep.tr
- **E-Mail Address:** In case you previously notified an e-mail address and that e-mail address has been recorded in our system, you can submit the application form to kvkk@softtech.com.tr address by using the registered electronic mail address. *(in case the e-mail address you use to send your application is not registered in our Company's system, your application should be signed with secure electronic signature or mobile signature)*

Your identification details as well as the right you wish to exercise/ your request should be clearly specified in your application as required under the applicable legislation.

The requests submitted to us in accordance with the requirements of the applicable legislation shall be processed within 30 (thirty) days depending on the type of the request and the result shall be notified in writing or electronically depending on the feedback procedure you selected in your application.