

## **INFORMATION NOTE FOR NEWSLETTER SUBSCRIBERS**

As Erdem & Erdem, we process your personal data within the scope of Personal Data Protection Law No. 6698 (“KVKK”) in the manner described, below, and within the limits of the KVKK.

### **1. Purpose of Processing Your Personal Data**

In accordance with Articles 4, 5 and 6 of the KVKK, your personal data shall be processed as follows:

- In conformity with the law and in good faith;
- Being accurate and up to date, if necessary;
- Being processed for specified, explicit, and legitimate purposes;
- Being relevant, limited and proportionate to the purposes for which the data is processed;
- Being preserved for the period of time stipulated by the relevant legislation, or the purposes for which they are processed;

by Erdem & Erdem to provide you with information on legal developments and newsletters.

### **2. The Method and Legal Cause for Collection of Personal Data**

Your personal data is collected by Erdem & Erdem through the newsletter registration form and the Erdem & Erdem communication forms. Your personal data is processed upon obtaining your express consent as regulated in Article 5 of the KVKK, and for the realization of the purposes indicated in this Information Form of Erdem & Erdem.

### **3. Processing Time of Your Personal Data**

Erdem & Erdem preserves the personal data that it processes in an accurate and up-to-date manner in accordance with up-to-date technological methods. Erdem & Erdem will delete the personal data either by itself, or upon request by the data subject upon the reasons that require processing becoming obsolete.

### **4. Your Rights within the Scope of KVKK**

Under the KVKK, you have the right to:

- a. Ascertain whether or not your personal data has been processed;
- b. Request information if your personal data has been processed;
- c. Ascertain the purpose of processing of your personal data, and whether or not it has been used in accordance with the intended purpose;
- d. Be made aware of the third parties within the country, or abroad, to whom your personal data has been transferred;
- e. Request rectification of incomplete or inaccurate data, if any;
- f. Request deletion or destruction of your personal data within the framework of the conditions set forth under Article 7 of the KVKK;
- g. Request notification of transactions made as per subparagraphs (e) and (f) to the third parties to whom your personal data has been transferred;

- h. Object to unfavorable consequences as a result of the analysis of the data that has been processed exclusively through automatic systems;
- i. Request compensation for damages arising from unlawful processing of your personal data.

#### **5. Application to Erdem & Erdem within the Scope of your Rights**

For the purposes of exercising your rights as stated, above, you must send your requests that include your identity information, address, e-mail address, telephone number and fax number, with your signature if your application is made in writing, or by using your registered electronic mail (REM) address, secure electronic signature, mobile signature or e-mail address that you previously notified Erdem & Erdem of, and that is in our records, or through software, or by way of application that has been developed for the purposes of application, to Erdem & Erdem's addresses of “*Ferko Signature, Büyükdere Caddesi, No: 175 K:3 D:21 34394, Esentepe-Şişli, İstanbul, Türkiye*” or “*1476 Sokak, No:2 D:27 Aksoy Plaza Alsancak, İzmir, Türkiye,*” or to [istanbul@erdem-erdem.com](mailto:istanbul@erdem-erdem.com) or [izmir@erdem-erdem.com](mailto:izmir@erdem-erdem.com).