

## **POLAT GROUP REDUKTOR FAIR VISITORS DISCLOSURE TEXT ON THE PROTECTION OF PERSONAL DATA**

Polat Group Redüktör Sanayi ve Ticaret A.Ş. ("**Company**"), established in Turkey, acts as the data controller and has prepared this Disclosure Text to inform you about the purposes for which we will process your personal data collected during our fair promotions. As the data controller, we assure you that we collect and process your personal data lawfully and as outlined in this text, respecting your fundamental rights and freedoms.

### **WHICH PERSONAL DATA DO WE PROCESS?**

The personal data we may process, if provided by you or as necessary, includes:

**Identity Data:** We collect and process personal information such as your name, surname, and T.R. identification number, which we receive from you to establish our commercial relationship.

**Contact Data:** We request and process contact details, including your telephone number, email address, and fax number, to facilitate communication with you.

**Employment Data:** We request and process information regarding your employer and your position within the company to establish our commercial relationship.

**Audiovisual Data:** We collect and process photographs and video recordings captured during our marketing and promotional activities.

### **HOW AND FOR WHAT REASONS DO WE COLLECT YOUR PERSONAL DATA?**

To establish and manage a commercial relationship with you or your organization, we collect your personal data through the forms you complete, with the intent of forming a potential contract.

We may capture your visual and audio data through photos and video recordings at fairs and similar events.

### **FOR WHAT PURPOSES DO WE PROCESS YOUR PERSONAL DATA?**

Your personal data will be retained for the maximum period specified by applicable legislation or as necessary for the purpose of processing, and in any case, for the duration of the legal statute of limitations. The purposes include ensuring effective communication to establish commercial relations with potential customers, conducting promotional and marketing activities, and forming and fulfilling contracts for the supply of products and services.

With your explicit consent, your visual and audio data may be captured in photos and video recordings during marketing and promotional activities and shared on the Company's social media platforms.

## **SHARING YOUR PERSONAL DATA WITH THIRD PARTIES WITHIN THE COUNTRY**

Your personal data may be shared with courts as part of our legal obligations, and with public institutions and organizations upon lawful request or decision. In the event of a dispute, your data may also be shared with our legal representatives to enable us to exercise our right to defense.

## **YOUR RIGHTS**

Under the provisions of the PDPL and, if applicable, the GDPR, you have the following rights concerning your personal data. You may exercise these rights by verifying your identity with us in person;

- You have the right to learn whether we process personal data about you, and if we do, you can request information regarding the data processed.
- You may inquire about the purpose of processing your personal data and confirm whether it is being used in alignment with those purposes.
- You can learn if and to whom your personal data is transferred domestically or internationally.
- You may request correction of any inaccurate or incomplete personal data and request that we notify any recipients of the corrected data.
- You have the right to request the destruction (deletion, destruction, or anonymization) of your personal data under the conditions stipulated in Article 7 of the PDPL. We will evaluate your request and determine the appropriate method of destruction based on the specifics of the case. You may also request information regarding the chosen method of destruction.
- You may request that third parties to whom your personal data has been or may be transferred be informed of your request for destruction.
- You can object to the results of any personal data analysis made exclusively through automated systems, especially if such results negatively impact your interests
- In the event that you suffer damage due to the unlawful processing of your personal data, you have the right to request compensation for the damage.

[\*You have, at any time, the right to request access to and rectification or erasure of your personal data, receipt of your personal data in a structured, commonly used and machine-readable format (right to data portability), withdrawal of your consent to the processing of your personal data, and lodge a complaint with the relevant competent supervisory authority]

Your requests will be processed free of charge within thirty days at the latest, depending on the nature of the request. However, if the processing of your request incurs additional costs for the Company, a fee may be charged in accordance with the tariff set by the Personal Data Protection Board in the Communiqué on the Procedures and Principles of Application to the Data Controller.

You can submit your application regarding the processing of your personal data by filling out the application form on the Company's website or through the following methods, provided that you comply with the conditions in Article 5 of the Communiqué on the Procedures and Principles of Application to the Data Controller:

- In writing, signed by you
- By sending an email from your registered electronic mail (KEP) address
- Using a secure electronic signature or mobile signature
- By delivering it to our Company using the email address you have previously notified to us and which is included in our records.

Depending on the nature of your request and the method of application, the Company may require additional verification (such as sending a message to your registered phone number or contacting you via phone) to confirm the identity of the applicant and ensure the protection of your rights. For example, if you submit your application using the email address registered with the Company, we may reach out to you through another communication method on file and request confirmation to verify that the application is indeed from you.