PERSONAL DATA PROTECTION LAW (KVKK) INFORMATION NOTICE

Under Article 10 of Law No. 6698 | Date of Issue: 21.11.2026

> This document is an English translation of the Turkish original. In case of any discrepancy, the Turkish version shall prevail.

As **Nis Otel İşletmeleri Anonim Şirketi** ("**Petrion Hotel**"), we share this notice with you to fulfil our duty to inform under Personal Data Protection Law No. 6698 ("KVKK").

1. DATA CONTROLLER

Company Name: Nis Otel İşletmeleri Anonim Şirketi
Tax Office and No: Beyoğlu V.D. / 6310693799
Address: Kocatepe Mah. Feridiye Cad. No: 117 Beyoğlu / İstanbul
E-mail: info@petrionhotel.com

2. PERSONAL DATA PROCESSED AND PURPOSES OF PROCESSING

Personal Data Category	Purpose of Processing
Name, surname, identity/passport details	Guest identity verification, legal notification obligations
Contact details (e-mail, telephone)	Booking confirmation, information, customer services
Payment and invoice details	Completing payment transactions, accounting and invoicing
Stay details (arrival/departure, room preference)	Providing and improving the service
IP address and website usage data	Security, technical operation, statistics

3. METHOD AND LEGAL BASIS OF COLLECTION

Your personal data are collected automatically or manually through the online booking form on the website and via e-mail and telephone channels.

Your personal data are processed on the following legal grounds under Article 5 of the KVKK:

- **Establishment or performance of a contract:** Completing booking transactions
- **Fulfilment of a legal obligation:** Legal notification and record-keeping obligations
- **Legitimate interest:** Improving service quality and ensuring security
- **Explicit consent:** Marketing and promotional activities (if separate consent is obtained)

4. TRANSFER OF PERSONAL DATA

Your personal data are shared only with the following parties and for the stated purposes:

- **Public authorities and institutions:** Within the scope of legal obligations (law enforcement, tax administration, etc.)
- **Banks and payment institutions:** For carrying out payment transactions
- **Technical service providers:** Service providers such as the booking engine and e-mail infrastructure

5. RETENTION PERIOD

Your personal data are retained for the period specified in the relevant legislation or required by the purpose of processing. The main retention periods are as follows:

- Accounting records: 10 years
- Commercial records: 10 years
- Marketing consents: until the consent is withdrawn

After this period expires, your data are deleted, destroyed or anonymised.

6. YOUR RIGHTS AS A DATA SUBJECT

Under Article 11 of the KVKK, you have the right to:

- **learn** whether your personal data are processed
- **request information** about your processed data
- **learn** the purpose of processing and whether the data are used in line with that purpose
- **know** the third parties in Türkiye or abroad to whom the data are transferred
- **request the correction** of incomplete or inaccurate data
- **request deletion or destruction** of the data under the conditions set out in Article 7 of the KVKK

- **request notification** of correction, deletion and destruction to third parties to whom the data were transferred
- **object** to a result against you arising from the analysis of processed data exclusively through automated systems
- **claim compensation** for damage suffered due to unlawful processing

7. HOW CAN YOU EXERCISE YOUR RIGHTS?

To exercise the rights listed above, you can apply to us at the address or e-mail below. Your application will be concluded free of charge within **30 days** at the latest, depending on its nature.

Data Controller: Nis Otel İşletmeleri Anonim Şirketi
Address: Kocatepe Mah. Feridiye Cad. No: 117 Beyoğlu / İstanbul
E-mail: info@petrionhotel.com

This information notice has been prepared under Article 10 of KVKK No. 6698 and the "Communiqué on the Procedures and Principles to be Followed in Fulfilling the Obligation to Inform".