

## **BELCEHAN TOURISM FOOD CONSTRUCTION IMPORT EXPORT TRANSPORT INDUSTRY AND TRADE LIMITED COMPANY RESERVATION PRIVACY NOTICE**

This privacy notice has been prepared by Belcehan Tourism Food Construction Import Export Transport Industry and Trade Limited Company (“BELCEHAN”), listed below, as the data controller, within the scope of Article 10 of the Law on the Protection of Personal Data No. 6698 (“Law”) and the Communiqué on the Procedures and Principles to be Followed in Fulfilling the Disclosure Obligation.

**MERSIS Number:** 205007162700011

**Address:** Ölüdeniz Mah. Kıdrak (Old) Cad. Ölüdeniz Otel 1-3 No: 1 C Fethiye/ Muğla

**Phone:** +90 252 617 0133

**Email:** info@belcehanhotel.com

**KEP:** belcehanturizm@hs01.kep.tr

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### **Categories of Personal Data Processed**

In the scope of hotel reservation procedures, the following categories of personal data are processed:

- **Identity Information:** Your name and surname.
- **Contact Information:** Email address, phone number, accommodation address.
- **Reservation Information:** Check-in/check-out dates, room preferences, number of guests.
- **Financial Information:** Data required for payment transactions (credit card information is processed securely through banking systems and not stored by the company; however, financial data such as invoice information may be processed).
- **Special Category Personal Data (if any):** Special requests (e.g., dietary needs related to health, accessibility requirements), processed only with explicit consent or under other legal grounds stipulated by the Law.

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### **Method of Personal Data Collection**

Your personal data is collected electronically through reservation forms and other related online procedures on our website, using automated methods.

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### **Purposes of Personal Data Processing**

Your personal data is processed in accordance with the general principles set out in Article 4 of the Law for the following purposes:

- **Reservation Management and Contract Performance:** Creating, confirming, and managing your hotel reservation, providing accommodation services, processing payments, and issuing invoices.
  - **Compliance with Legal Obligations:** Fulfilling legal identity reporting obligations under relevant legislation (e.g., Identity Notification Law No. 1774), tax audits, and other legal requirements.
  - **Customer Relationship Management:** Responding to your requests and complaints related to our services and contacting you if necessary.
  - **Resolution of Legal Disputes and Protection of Rights:** Use as evidence in potential legal disputes, conducting legal follow-ups, and safeguarding rights.
  - **Protection of Legitimate Interests:** Ensuring operational security, improving service quality, and preventing fraud in line with legitimate interests (without harming fundamental rights and freedoms).
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## Legal Grounds for Processing Personal Data

Your personal data is processed based on the following legal grounds stated in Article 5 of the Law:

- **Necessary for the establishment or performance of a contract:** Processing personal data of contract parties necessary to provide accommodation services (Law Art. 5/2-c).
  - **Necessary to fulfill legal obligations:** Compliance with legal obligations applicable to the data controller (Law Art. 5/2-ç).
  - **Necessary to establish, exercise, or protect a right:** Processing required to establish, exercise, or protect rights (Law Art. 5/2-e).
  - **Necessary for legitimate interests without harming rights/freedoms:** Processing necessary for legitimate interests of the company, without harming fundamental rights (Law Art. 5/2-f).
  - **Explicit consent:** For data processing activities not covered by the above grounds, such as marketing activities, explicit consent is obtained (Law Art. 5/1).
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## Recipients of Personal Data and Purpose of Transfer

Collected personal data may be transferred to the following recipient groups within the scope of processing purposes and in accordance with Articles 8 and 9 of the Law:

- **Authorized Public Institutions and Organizations:** Public authorities legally authorized to request information (e.g., courts, prosecutor's offices, law enforcement units, enforcement offices, supervisory authorities).
- **Business Partners and Service Providers:** Partners and service providers necessary for providing or supporting accommodation services (e.g., payment service providers, tour operators/agencies, IT service providers, accounting and legal offices).

Requests related to rights of data subjects under Article 11 of the Law can be submitted to the Data Controller via a signed petition prepared according to Article 5 of the Communiqué on Procedures and Principles for Application to the Data Controller (Official Gazette:

10.03.2018/30356), or via the “Data Subject Application Form” on [www.belcehanhotel.com](http://www.belcehanhotel.com), by visiting BELCEHAN in person, through a notary, via registered email in our system, or via mobile signature/e-signature if your email is not registered.

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## **DISCLOSURE STATEMENT**

I declare that I have been informed about all the above, that I have read and understood the privacy notice, and that I am aware of my rights under Article 11 of Law No. 6698.

### **Data Subject**

Name-Surname: .....

Turkish ID No: .....

Date: .... / .... / ..... Signature: .....