

ELELE DÖŞEME SANAYİ VE TİCARET A.Ş.
PRIVACY NOTICE REGARDING CONTACT FORM

This privacy notice has been prepared by Elele Döşeme Sanayi ve Ticaret A.Ş (the “Company”) as a Data Controller, in accordance with the article 10 of the Law No. 6698 on the Protection of Personal Data (the “Law”) and the Communiqué on the Principles and Procedures for Fulfilment of Information Obligation.

The name-surname, e-mail, telephone number, opinions, complaints or applications shared by them by those who fill out the contact form on the internet address namely, <https://www.elelefoam.com/contact.aspx> , are limited to the purposes of conducting mutual communication activities and receiving and finalizing requests / complaints. For these purposes, the above personal data are collected based on your explicit consent, either verbally, via the contact form on the <https://www.elelefoam.com/contact.aspx>, either in writing or electronically (e-mail), in whole or in part, by automated means or by non-automated methods provided that they are part of the data recording system. This personal data is processed in accordance with the law and general principles; and in compliance with your express consent that is presented to you and approved as per Article 5 of the Law.

The above-mentioned personal data is being kept confidential and not being shared with any third party. However, these data might be shared with the judicial and/or administrative authorities where it’s necessary and legally requested in order to resolve the legal disputes or to fulfill the legal obligation of the data controller in accordance with the article 8 of the Law.

As per article 11 (“Rights of Data Subjects”) of the Law and Communiqué on Procedures and Principles of Application to the Data Controller, everyone has the right to:

- a) Learn whether personal data of the data subject have been processed;
- b) Request information as to processing if it has been processed;
- c) Learn the purpose of processing of the personal data and whether data are used in accordance with their purpose;
- d) Know the third parties in the country or abroad to whom personal data have been transferred;
- e) Request rectification in case personal data are processed in completely or inaccurately;
- f) Request deletion or destruction of personal data within the framework even though the personal data has been processed lawfully, and request notification of the operations to third parties to whom personal data have been transferred;
- g) Object to occurrence of any result that is to her/his detriment by means of analysis of personal data exclusively through automated systems;
- h) Request compensation for the damages in case the person in curs’ damages due to unlawful processing of personal data

by applying to the data controller.

Kindly forward your requests regarding the use of the rights mentioned above along with its explanations and your identification

- By filling the "Application Form" at www.elelefoam.com or in writing with a petition that consisting of your identity and contact information to the following adress: Işıktepe OSB Mah. Ormanlar Cd. No:2/Nilüfer/Bursa or;
- electronically to eleledoseme@hs03.kep.tr or;
- via e-mail address where your membership is confirmed, to kvk@elelefoam.com.

Please send your demands with the phrase "Request for Personal Data Information".

You may also find detailed information on the "Application Form" at www.elelefoam.com.