

Personal Data Protection Policy

Agarta Cave Hotel Tourism & Trade Limited Company

1) Purpose and Scope

This Personal Data Protection Policy has been prepared to ensure that personal data is processed, stored, and protected in accordance with Personal Data Protection Law No. 6698 ("KVKK") and relevant legislation in all activities conducted by Agarta Cave Hotel Tourism and Trade Limited Company ("Agarta Cave Hotel" or "Company").

The policy covers the website, accommodation services, reservation processes, security cameras, personnel management, and all other operational activities.

2) Data Controller

The data controller in accordance with the KVKK is Agarta Cave Hotel Tourism and Trade Limited Company.

Address: Vadiler Street, 112/2, Çavuşin Village, Avanos, Nevşehir

E-mail: info@agartacavehotel.com

3) Purposes of Processing Personal Data

Personal data collected by Agarta Cave Hotel is processed for the following purposes:

- Conducting accommodation, reservation, and cancellation procedures,
- Creating and updating customer records,
- Fulfilling billing, accounting, and legal obligations,
- Conducting guest satisfaction, surveys, and marketing communication activities,
- Using security cameras to ensure facility security,
- Conducting recruitment processes and managing personnel data,
- Conducting website and social media analyses,

- Sharing information when requested by legal or administrative authorities.

4) Personal Data Processing and Transfer Principles

Agarta Cave Hotel processes personal data only in accordance with the following principles:

- Compliance with the law and rules of integrity,
- Accuracy and, where necessary, up-to-dateness,
- Processing for specific, clear, and legitimate purposes,
- Being linked, limited, and proportionate to the purpose of processing,
- Retention for the period stipulated in relevant legislation or necessary for the purpose of processing.

Personal data may only be shared with official institutions or relevant legal authorities in accordance with legal obligations.

5) Method and Legal Basis for Collection of Personal Data

Personal data is collected through:

- Website (online reservation and contact forms),
- Telephone, email, social media,
- Hotel reception, security cameras, and recording systems,
- Job application and employee forms,

based on the legal grounds of contract fulfillment, legitimate interest, fulfillment of legal obligations, and explicit consent.

6) Storage Period of Personal Data

Collected personal data is stored for the period stipulated in the relevant legislation or for a limited period required by the purpose of processing.

After this period, the data is securely destroyed using the deletion, destruction, or anonymization methods specified by the Company.

7) Rights of the Data Subject

Pursuant to Article 11 of the Personal Data Protection Law, personal data subjects have the following rights:

- To learn whether their personal data has been processed,
- To request information about it if it has been processed,
- To learn the purpose of processing and whether the data is being used in accordance with its intended purpose,
- To know the third parties to whom the data has been transferred,
- To request correction of data if it is incomplete or inaccurate,
- To request deletion or destruction under the conditions stipulated by law,
- To request compensation if damages are incurred due to the unlawful nature of the processing.

Requests regarding these rights can be submitted in writing to info@agartacavehotel.com or through other methods stipulated by law.

8) Data Security

Agarta Cave Hotel takes all necessary administrative and technical measures to protect personal data against unauthorized access, loss, destruction, disclosure, or unlawful processing.

Only authorized personnel have access to personal data, and all employees are trained in data security.

9) Policy Changes

This policy may be updated in line with changes in legal regulations.

The current version will always be published on the Agarta Cave Hotel website and will become effective.

Effective Date: October 14, 2025

Agarta Cave Hotel Tourism and Trade Limited Company