

**INFORMATION NOTE ON THE PROCESSING OF PERSONAL DATA
BELONGING TO PERSONS MAKING RESERVATIONS TO VISIT ISTANBUL
MODERN**

Istanbul Foundation for Modern Art, including **Istanbul Museum of Modern Art Commercial Enterprise (“Istanbul Modern”)** is the data controller with respect to the processing of your personal data within the scope of this Information Note. Your personal data shall be processed by Istanbul Modern within the framework explained below and always in compliance with the Law No. 6698 on the Protection of Personal Data (“the Law No. 6698”). For further information on the purposes of the processing of your personal data by us, please see İstanbul Modern Policy on the Protection and Processing of Personal Data on the publicly accessible website www.istanbulmodern.org.

1. Purposes of the Processing of Your Personal Data:

We, Istanbul Modern, may process your personal data such as full name, e-mail address and similar contact information for the following various purposes (together referred as “Purposes”):

- Managing visitor traffic and visitor admission in accordance with reservation registry, capacity control;
- Managing special event traffic, ensuring safety and capacity control;
- Receiving, assessment and concluding complaints,
- Organization of strategic planning activities together with corporate governance and communication for events and exhibitions, management and development of relations with supplier/business partner;
- Providing information to authorized institutions and organizations under legal obligation and performance of auditing activities and obligations; lawful planning and execution of operations and works related to any visitor entering and leaving Istanbul Modern.

2. The Method and Legal Reason of Collecting Your Personal Data

Your personal data shall be collected electronically through the website by Istanbul Modern for the purposes of receiving reservations and performing visits. Your personal data shall be legally collected for the legitimate interest of Istanbul Modern in accordance with the personal data processing requirement specified under the Articles 5 and 6 of the Law No. 6698.

3. To Which Parties and For What Purposes Your Personal Data May Be Transferred

Your personal data may be transferred to our suppliers as well as legally authorized public bodies and legally authorized private persons in line with the abovementioned Purposes and within the framework of the conditions and purposes of personal data processing requirements and purposes specified under the Articles 8 and 9 of the Law No. 6698.

4. Rights of Data Subject listed under Article 11 of the Law No. 6698

As personal data owners, you are entitled;

- To learn whether your personal data are processed or not,

- In case your personal data are processed, to request information,
- To learn the purpose of processing your data and whether they are used for the intended purposes or not,
- To learn the third parties at home or abroad to whom your personal data are transferred,
- If your personal data are processed incompletely or inaccurately, to request correction, and, accordingly, to request that third parties to whom your personal data were transferred be notified of such action,
- Even if your personal data are processed in compliance with the Law numbered 6698 and other applicable provisions, if the reasons requiring data processing are no longer valid, to request erasure or destruction of your personal data, and, accordingly, to request that the third parties to whom your personal data were transferred be notified of such action,
- To raise objections against the analyzing of your processed data exclusively by automatic means if it leads to an unfavorable consequence for you, and
- To request compensation for the damage arising from the unlawful processing of your personal data.

As personal data owners, in case you deliver your claims related to your rights on Data Subject Application Form with wet-ink signature to the postal address Asmalımescit Mahallesi Meşrutiyet Caddesi No. 99 34430 Beyoğlu, or to the email address istanbulmodern@hs02.kep.tr with your KEP (Registered Electronic Mail) address using secure electronic signature/mobile signature or to the email address kisiselveriler@istanbulmodern.org from the email address submitted beforehand to Istanbul Modern and registered in Istanbul Modern system or via any other that may be specified by the Personal Data Protection Board, your claim will be concluded as soon as possible or, at the latest, within 30 (thirty) days depending on the nature of the claim.

Under the fee tariffs determined by the Personal Data Protection Board, a fee may be requested from the data subject submitting the application.