

İSTANBUL TAKAS ve SAKLAMA BANKASI A. Ş.
PROCEDURE ON TAŞITTAKAS SYSTEM CODE OF CONDUCT

CHAPTER ONE

Purpose, Scope, Basis, Definitions and Abbreviations

ARTICLE 1 Purpose

- (1) The purpose of this Procedure is to stipulate rules and procedures for installation and maintenance of secure payment system regarding Taşıttakas System service that will be provided by Istanbul Clearing, Settlement and Custody Bank Inc.; that ensures transfer of the sales amount from buyer to seller upon completion of sales process of vehicles sold and handed over by notaries in accordance with Road Traffic Law and sales process of second hand motor land vehicles in accordance with Regulation Regarding Trading of Motor Land Vehicles.

ARTICLE 2 Scope

- (1) Scope of the Taşıttakas System developed by Takasbank covers the processes regarding blocking of sales amount of vehicles in the name of the Buyer and the seller by Takasbank until purchase is realized and related with the transfer of sales amount from Buyer to Seller when purchase is completed in order to perform buy/sell transactions in a secure way by setting up a joint infrastructure together with Notaries Union of Turkey.

ARTICLE 3 Basis

- (1) This procedure is based on Road Traffic Law, Regulation Regarding Trading of Motor Land Vehicles, "*Protocol Regarding Authorization of Notaries Union of Turkey to Establish and Maintain Secure Payment System for Second Hand Motor Land Vehicle Trading*" signed under this Article by Republic of Turkey Ministry of Commerce and Notaries Union of Turkey and "*Protocol Regarding Use of Secure Payment System During Second Hand Vehicle Sales Transactions*" signed by Notaries Union of Turkey and Takasbank.

ARTICLE 4 Definitions and Abbreviations

- (1) The following terms used in this Procedure shall have the following meanings;
- Buyer:** Buyer party that uses Takasbank's Taşıttakas System during vehicle sale transaction performed in Notaries.
 - ARTES:** Vehicle Recording and Registry System of Notaries Union of Turkey.
 - EFT:** Electronic Fund Transfer System.
 - E-Government (E-Devlet):** A web-based system designed to deliver accurate information to citizens through a centralized platform in a secure, uninterrupted, and efficient electronic environment, while considering the specific needs of government services.
 - General Manager:** General Manager of Istanbul Clearing, Settlement and Custody Bank Inc.

- f) **GSM/Mobile:** Mobile Phones belong to Operators in Turkey.
- g) **Secure Payment System:** System established and maintained under Article 26 of Regulation Regarding Trading of Motor Land Vehicles.
- h) **IBAN:** International Bank Account Number.
- i) **User:** Real person that performs buy or sell transactions through TaşıT Takas System by creating a user account.
- j) **KKB:** Kredi Kayıt Bürosu.
- k) **KPS:** Identity Sharing System of Republic of Turkey Ministry of Interior.
- l) **MERSİS:** Central Registration System.
- m) **Mobile Application:** Application program /Computer Software developed for smart phones, tablet computers and other mobile devices particularly designed for TaşıT Takas System transactions.
- n) **Procedure:** Takasbank' s TaşıT Takas System Code of Conduct Procedure that is approved by General Manager and contains principles related with functioning and application of TaşıT Takas System.
- o) **RS:** Vehicle License Holder.
- p) **Seller:** Seller party that uses Takasbank's TaşıT Takas System during vehicle sale transaction performed in Notaries.
- q) **System:** Takasbank TaşıT Takas System (TaşıT Takas) that enables blocking of sales amount of vehicles by Takasbank until purchase is realized and enables the transfer of sales amount from Buyer to Seller when purchase is completed.
- r) **SMS:** Short Message Service.
- s) **Takasbank:** Istanbul Clearing, Settlement and Custody Bank Inc.
- t) **Vehicle:** Vehicles sold and handed over through notaries in accordance with Article 20 of Road Traffic Law and second-hand motor land vehicles sold in accordance with Regulation Regarding Trading of Motor Land Vehicles.
- u) **TCKN:** Turkish Republic Identification Number.
- v) **TNB:** Notaries Union of Turkey.
- w) **TNBBS:** IT System of Notaries Union of Turkey.
- x) **VKN:** Tax Identification Number.

CHAPTER TWO

Access and Application Processes to TaşıT Takas System

ARTICLE 5 Access to TaşıT Takas System

- (1) Takasbank TaşıT Takas System can be accessed via www.tasittakas.com.tr / www.turkiye.gov.tr website addresses or mobile applications (IOS and Android).
- (2) Corporate companies that are engaged in vehicle trading activities that are deemed appropriate by Takasbank and have signed a protocol with Takasbank can access the system via web service.

ARTICLE 6 User creation

- (1) First action that has to be taken in the Takasbank TaşıT Takas System www.tasittakas.com.tr or mobile applications is to create a "User" in the system regardless of being Seller or Buyer.
- (2) User has to be a real person. It is forbidden to use credentials of others for creating a user. Upon detection of users violating this prohibition, legal action will be taken on relevant users according to the related articles of Turkish Penal Code.
- (3) The user enters his/her TCKN, Name, Surname, Identity Card Serial Number, Mobile Number and e-mail address (optional) information into the system through website or mobile platforms.
- (4) It is automatically checked by Takasbank via KPS whether input info belong to the person accessed the system or not.
- (5) Registration is completed when data at KPS matches with the data entered by the user to Takasbank System. Unmatched entries are refused.
- (6) User information is provided by Takasbank to corporate companies engaged in vehicle trading activities that will access the system through web service.

ARTICLE 7 Password operations

- (1) User password is sent to the GSM number that is notified by the user during the login, to be changed when carrying out transactions.
- (2) After the initial page of user creation, user is directed to compulsory password creation page and it is expected from the user to create a new password according to password policy.
- (3) User is responsible for the transactions performed by his/her own user password. User is responsible for the consequences arising from any transaction effected as a result of the capture of the user code and password by third parties with or without the consent of the user. Therefore, no responsibility can be attributed to Takasbank.
- (4) In case user forgets the password at any time after the creation of the user account, user is directed from the main page to "Forgot Password" page in order to define a new password.
- (5) Users who want to log in to the system via e-Government are required to perform transactions with the password transactions rules determined by e-Government.
- (6) A password is sent by Takasbank to corporate companies engaged in vehicle trading activities that will access the system via web service.

ARTICLE 8 Application process

- (1) If a transaction is to be carried out via the e-Government platform (E-Devlet), both the Buyer and Seller must log in to the e-Government platform using their respective identification information and passwords. After

logging in, they should navigate to the “Taşıt Takas” (Transfer of Vehicle Purchase-Sale Payments via Takasbank) Transactions Screen and click on the “Seller Registration Entry” / “Buyer Registration Entry” buttons.

- (2) The users who log on to the system may perform buy/sell transactions on behalf of themselves, other real person or other legal person.
- (3) User enters the information whether he/she is a Seller or Buyer through the system.

The user can effect transactions by choosing one of the below options:

Under Seller option;

- a. Vehicle License Holder ‘Individual’
- b. On behalf of Vehicle License ‘Real Person’ (as proxy of another real person vehicle license holder)
- c. On behalf of Vehicle License Holder ‘Legal Person’ (as proxy of another legal person vehicle license holder)

Under Buyer option;

- a. Buyer on its own behalf
- b. Buyer on behalf of real person (as proxy of another real person)
- c. Buyer on behalf of legal person (as proxy of another legal person)

- (4) Initial registration process to TaşıtTakas System has to be initiated by Seller,
- (5) It is mandatory that inputs in the name of Buyer (who will be vehicle license holder) and the Seller (current vehicle license holder) should belong to himself/herself and IBAN info to which sales amount will be transferred and IBAN input info from which sales amount will be transferred should be Turkish Lira IBAN's of Holders/future Holders of vehicle licenses themselves.
- (6) Buyer and Seller IBAN input should not belong to joint accounts. Otherwise, input is not permitted.
- (7) Takasbank shall not be held responsible from any delays, refunds, cancellations and charges that may occur due to wrong IBAN declaration
- (8) Joint-owned buy/sell transactions cannot be performed via TaşıtTakas System.
- (9) If access is provided through the web service, corporate companies engaged in vehicle trading activities advance their application processes from their own screens after logging in to the system with their username and password.

CHAPTER THREE

Seller Process

ARTICLE 9 - Entry process of "Individual" Vehicle License Holder

- (1) User selects "Sell Transactions" on the page.
- (2) User selects "Individual" Vehicle License Holder, if he/she is performing SELL transaction for the vehicle of which license is issued on behalf of him/herself.

(3) After the user access the system with the "Individual" Vehicle License Holder option, RS TCKN, RS Name and RS Surname, Mobile Number, E-mail input automatically filled out. After this step, Seller enters below info into the system:

- i RS IBAN (*): TRY IBAN info that belongs to him/herself and to which sales amount will be transferred.
- ii License Plate: Plate number of the vehicle subject to selling registered in the name of Vehicle License Holder.
- iii Amount: TRY sales amount requested for the vehicle to be sold.
- iv Buyer's Mobile Number: Mobile number of the person who will buy the vehicle.
- v Buyer's E-mail Address: E-mail address of the person who will buy the vehicle.

(* IBAN info should not belong to a joint account.

(4) It is checked by Takasbank through KKB whether provided IBAN info belongs to the person that is defined as Vehicle License Holder or not.

(5) Data input process is completed when data at KKB matches with the input made by the user to Takasbank System. Unmatched entries are refused.

(6) After all data input entered to the system and saved, a "reference number" is sent by the system to e-mail addresses and mobile phones of the Buyer and the Seller.

ARTICLE 10 Entry process of "Real Person" on behalf of Vehicle License Holder

(1) User selects "Sell Transactions" on the page.

(2) If the user performs SELL transaction as proxy on behalf of another real person, user selects "Real Person" on behalf of vehicle license holder option.

(3) After user access the system with the "Real Person" on behalf of Vehicle License Holder option, user enters below info into the system:

- i. TCKN of RS: Turkish Republic Identification Number of the Vehicle License Holder belong to the vehicle to be sold.
- ii. RS Name: Name of the Vehicle License Holder of the vehicle to be sold.
- iii. RS Surname: Surname of the Vehicle License Holder of the vehicle to be sold.
- iv. RS IBAN (*): TRY IBAN info that belongs to the vehicle license holder, to which the sales amount will be transferred.
- v. License Plate: Plate number of the vehicle subject to selling registered in the name of Vehicle License Holder.
- vi. Amount: TRY sales amount requested for the vehicle to be sold.
- vii. RS Mobile Number: Mobile Number of Vehicle License Holder.
- viii. RS E-Mail: E-mail address of Vehicle License Holder.
- ix. Buyer's Mobile Number: Mobile number of the person who will buy the vehicle.
- x. Buyer's E-Mail Address: E-mail address of the person who will buy the vehicle.

(* IBAN info should not belong to a joint account.

- (4) It is checked by Takasbank through KKB for IBAN and via KPS for others whether provided info belongs to the person that is defined as the Vehicle License Holder or not.
- (5) Data input process is completed when data at KKB and KPS matches with the input made by the user in Takasbank System. Unmatched entries are refused.
- (6) After all data input entered to the system and saved, a **"reference number"** is sent by the system to e-mail addresses and mobile phones of the Buyer and the Seller.

ARTICLE 11 Entry process of "Legal Person" on behalf of the Vehicle License Holder

- (1) User selects "Sell Transactions" on the page.
 - (2) If the user performs SELL transaction as proxy on behalf of another legal person, user selects "Legal Person" on behalf of Vehicle License Holder option.
 - (3) After user access the system with the "Legal Entity" on behalf of Vehicle License Holder option, user enters below info into the system:
 - i. VKN of RS: Tax Identification Number of firm that is the Vehicle License Holder of the vehicle to be sold.
 - ii. Title of RS: Title of the firm that is the Vehicle License Holder of the vehicle to be sold.
 - iii. RS IBAN (*): TRY IBAN info that belongs to the Vehicle License Holder firm, to which the sales amount will be transferred.
 - iv. License Plate: Plate number of the vehicle subject to selling registered in the name of Vehicle License Holder firm.
 - v. Amount: TRY sales amount requested for the vehicle to be sold.
 - vi. Mobile Number of the Authorized Person of the RS firm: Mobile Number of the authorized person of the Vehicle License Holder firm.
 - vii. E-mail Address of the Authorized Person of the RS firm: E-mail address of the authorized person of the firm that owns the vehicle license.
 - viii. Buyer's Mobile Number: Mobile number of the person who will buy the vehicle.
 - ix. Buyer's E-Mail Address: E-mail address of the person who will buy the vehicle.
- (* IBAN info should not belong to a joint account.**

- (4) It is checked by Takasbank through KKB for IBAN and through MERSIS for others whether provided info belongs to the firm that is defined as the Vehicle License Holder or not.
- (5) Data input process is completed when data at KKB and MERSIS matches with the input made by the user in Takasbank System. Unmatched entries are refused.
- (6) After all data input entered to the system and saved, a **"reference number"** is sent by the system to e-mail addresses and mobile phones of the Buyer and the Seller.

CHAPTER FOUR

Buyer Process

ARTICLE 12 Entry process of Buyer on its own behalf.

- (1) User selects "Buy Transactions" on the page.
- (2) User selects **Buyer on its own Behalf** option, if he/she performs BUY transaction for him/herself.
- (3) After user accesses the system with the **Buyer on its own Behalf** option, he/she enters 'reference number' that is sent to him/herself via SMS and enters TCKN/VKN info of the Vehicle License Holder that is provided by the seller into the system.
- (4) After this step, BUYER TCKN, BUYER NAME, BUYER SURNAME, BUYER MOBILE NO, BUYER E-MAIL, SELLER (Vehicle License Holder) TCKN/VKN, SELLER NAME/TITLE, SELLER SURNAME, LICENSE PLATE, AMOUNT, SELLER MOBILE NO, SELLER E-MAIL info are automatically filled out in connection with the reference number. After this step BUYER enters below info into the system:
 - i. BUYER'S IBAN (*): TRY IBAN info that belongs to him/herself and from which sales amount will be transferred.

(* IBAN info should not belong to a joint account.
- (5) IBAN info is checked by Takasbank through KKB whether provided info belongs to the person who will be the Vehicle License Holder or not.
- (6) Data input process is completed when data at KKB matches with the input made by the user to Takasbank System. Unmatched entries are refused.
- (7) After all data input entered to the system and saved, a notification message is sent by the system to e-mail addresses and mobile phones of the Buyer and the Seller.

ARTICLE 13 Buyer entry process on behalf of another real person

- (1) User selects "Buy Transactions" on the page.
- (2) User selects **Buyer on behalf of real person** option, if he/she performs BUY transaction as proxy on behalf of another real person,
- (3) After user accesses the system with the **Buyer on behalf of real person** option, he/she enters 'reference number' that is sent to him/herself via SMS and enters TCKN/VKN info of the Vehicle License Holder that is provided by the seller into the system.
- (4) After this step, SELLER TCKN/VKN, SELLER NAME/TITLE, SELLER SURNAME, LICENSE PLATE, AMOUNT, SELLER MOBILE NO, SELLER E-MAIL info that belongs to Vehicle License Holder are automatically filled out in connection with the reference number. After this step BUYER enters below info into the system:
 - i. TCKN of the Person who will be the Vehicle License Holder: Turkish Republic Identification Number of the person who will be the vehicle license holder.
 - ii. Name of the Person who will be the Vehicle License Holder: Name of the person who will be the vehicle license holder.
 - iii. RS SURNAME of the Person who will be the Vehicle License Holder: Surname of the person who will be the vehicle license holder.
 - iv. IBAN (*) info of the Person who will be the Vehicle License Holder: TRY IBAN info that belongs to the person who will be the vehicle license holder and from which sales amount will be transferred.

- v. Mobile Number of the Person who will be the Vehicle License Holder: Mobile Number of the person who will be the vehicle license holder.
 - vi. E-mail Address : E-mail address of the person who will be the vehicle license holder. **(*)IBAN info should not belong to a joint account.**
- (5) It is checked by Takasbank through KKB for IBAN and via KPS for others whether provided info belongs to the person who will be the Vehicle License Holder or not.
- (6) Data input process is completed when data at KKB and KPS matches with the input made by the user to Takasbank System. Unmatched entries are refused.
- (7) After all data input entered to the system and saved, a notification message is sent by the system to e-mail addresses and mobile phones of the Buyer and the Seller.

ARTICLE 14 Buyer entry process on behalf of another legal person

- (1) User selects "Buy Transactions" on the page.
- (2) User selects **Buyer on behalf of legal person** option, if the user performs BUY transaction as proxy on behalf of another legal person.
- (3) After the user accesses the system with the **Buyer on behalf of legal person** option, he/she enters 'reference number' that is sent to him/herself via SMS and enters TCKN/VKN info of the Vehicle License Holder that is provided by the seller into the system.
- (4) After this step, SELLER TCKN/VKN, SELLER NAME/TITLE, SELLER SURNAME, LICENSE PLATE, AMOUNT, SELLER MOBILE NO, SELLER E-MAIL info that belongs to Vehicle License Holder are automatically filled out in connection with the reference number. After this step user enters below info into the system:
 - i. VKN of the firm that will be the Vehicle License Holder: Tax Identification Number of the firm that will be the vehicle license holder.
 - ii. TITLE of the firm that will be the Vehicle License Holder: Title of the firm that will be the vehicle license holder.
 - iii. IBAN(*) info of the firm that will be the Vehicle License Holder: TRY IBAN info that belongs to the firm that will be the vehicle license holder and from which sales amount will be transferred,
 - iv. Mobile No of the authorized person of the firm that will be the Vehicle License Holder: Mobile Number of the authorized person of the firm that will be the vehicle license holder.
 - v. E-Mail of the authorized person of the firm that will be the Vehicle License Holder: Email address of the authorized person of the firm that will be the vehicle license holder.

(*)IBAN info should not belong to a joint account.

- (5) It is checked by Takasbank through KKB for IBAN and through MERSIS for others whether provided info belongs to the firm which will be the Vehicle License Holder or not.
- (6) Data input process is completed when data at KKB and MERSIS matches with the input made by the user to Takasbank TaşıtTakas System. Unmatched entries are refused.

- (7) After all data input entered to the system and saved, a notification message is sent by the system to e-mail addresses and mobile phones of the Buyer and the Seller.

CHAPTER FIVE

Payment Transactions

ARTICLE 15 Transfer of the vehicle sales amount by the Buyer

- (1) Buyer is notified by Takasbank via SMS and e-mail (if entered into the system during registry) for the transfer of sales amount.
- (2) Buyer, transfers sales amount only from the account he/she entered in the system during registry, to IBAN TR920013200000000000058097 at Takasbank, by inserting reference number in the EFT explanation field. Otherwise, sent amount will be returned by Takasbank via EFT.
- (3) In case the sales amount is sent less than the full amount, it is waited until the sales amount is completed.
- (4) Incoming EFT data and data entered into the system is checked. Refund process is initiated for unmatched EFT's.
- (5) In case, the amount sent by the Buyer is much more than the amount entered into the system during registration process, excess amount shall be refunded automatically via EFT to the account number entered into the system during registry process on the same day if EFT system is not closed by Central Bank of The Republic of Turkey (CBRT), otherwise refunded in the next business day.
- (6) When process is completed, Seller, Buyer and other parties (that acts on behalf of as proxy) if any, are notified via SMS and e-mail that the sales amount is transferred to Takasbank account.
- (7) In case transactions are cancelled under the reasons stated in Article 19 of this procedure, sales amount transferred by the Buyer is refunded to Buyer's account.
- (8) In order to notary processes be initiated, sales amount have to be transferred to Takasbank account by the Buyer.
- (9) IBAN info provided into the system should not belong to a joint account.

ARTICLE 16 Transfer of sales amount to Seller

- (1) Sales amount is blocked in the account that is allocated by Takasbank for relevant transactions.
- (2) After sales process is completed at Notary, sales amount will be transferred to the IBAN that was provided in the system by the seller, by deducting fees of Takasbank and TNB, detailed in Article 21 of this Procedure.
- (3) Seller is responsible for the correct entry of account number to which sales amount will be transferred into the system, seller shall be held responsible for any loss caused by wrong or incorrect input of account number.
- (4) In case of the vehicle registry process is completed out of working hours or on the weekend, sales amount shall be transferred to Seller IBAN on the next business day. A notification is sent via SMS and e-mail stating that sales amount could not be transferred at that moment but it is blocked on behalf of the seller and to be transferred to his/her account on the next business day.
- (5) IBAN info provided into the system should not belong to a joint account.

ARTICLE 17 Time frame regarding transfer of purchase/sales amounts

- (1) Payment transactions can be effected between 09:00-17:15 when EFT system is open. Payments are realized until 12:30 at half business days.
- (2) Payments related to transactions which take place during the hours when the EFT system is closed and at the weekend, is realized on the next business day.

CHAPTER SIX

Notary process

ARTICLE 18 Notary process

- (1) At the end of the application procedure, Seller and Buyer apply to Notary for the realization of sales transaction, after sell amount is transferred to Takasbank.
- (2) Notary is informed about the sales process being performed via Takasbank TaşıtTakas System, with reference number.
- (3) The query of the vehicle to be sold is made through the Notary Information System.
- (4) If there is no situation restricting sales of the vehicle, existence of related license plate number and secure payment application belong to Seller identification number shall be checked. If there is a valid application below info shall be viewed:
 - i. Sales amount for which secure payment is requested;
 - ii. Transfer status of the requested sales amount (Sales process shall not proceed unless money transfer is realized).
- (5) Vehicle sales agreement is arranged at the Notary when transfer of requested sales amount to Takasbank is completed by Buyer.
- (6) At the stage of collection (registry) of vehicle sales agreement;
 - i. Before performing collection, it is checked via TNBBS whether the transaction is cancelled or not and it is checked again via Takasbank whether transfer is completed or not.
 - ii. When affirmation is received from Takasbank, Takasbank is notified by TNBBS via Web Service that sales amount will be blocked due to vehicle registration process together with relevant reference number.
- (7) After this notification, transaction cannot be cancelled by Buyer and/or Seller until registry status (registered/not registered) of the vehicle is sent to Takasbank by TNBBS.
- (8) After vehicle registration process is completed by TNBBS, Takasbank is notified via Web Service about the registration of the vehicle together with the reference number.
- (9) Takasbank transfers the sales amount to Seller's account.
- (10) In case vehicle registration process cannot be completed by TNBBS due to any technical problem, Takasbank is notified that vehicle could not be registered together with the reference number.
- (11) Takasbank, releases the blockage on the process and cancellation process detailed in the Article 19 of this Procedure is initiated.

CHAPTER SEVEN

Cancellation Process

ARTICLE 19 Terms and conditions for cancellation

- (1) Orders can only be cancelled by Buyer / Seller or Takasbank. Notaries Union of Turkey cannot perform cancellation.
- (2) Before the notary receipt of the vehicle sales agreement in the notary is issued and the vehicle is registered on behalf of the Buyer, the Buyer and / or Seller can cancel the transactions he/she has performed so far through Takasbank TaşıtTakas System. Takasbank refunds vehicle sales amount when process is cancelled.
- (3) Transactions that are being blocked by Notaries Union during the processing period of transaction, cannot be cancelled.
- (4) Even if Buyer and/or Seller do not cancel the transaction, process is automatically cancelled if completion of registry process is not notified to Takasbank by TNB until the end of working hours of the business day following the date of application done by the Seller at Takasbank system.
- (5) Amount to be refunded is transferred to Sender's IBAN after cancellation. If transaction is out of working hours of EFT system, an SMS/e-mail explaining the situation is sent to the parties and EFT order is created for the payment in the next business day.
- (6) When cancellation is done after working hours, refund is performed until 10:00 of the following business day at the latest. End of working hours are understood as 17:15 for the full-day business days and as 12:30 for the half-day business days due to official holidays and refunding due to cancellation performed after mentioned times are realized in the next business day.
- (7) After each day, relevant parties are notified via SMS/e-mail stating that transactions of which payments are realized but processes are not completed will be cancelled.
- (8) Buyer and Seller cannot hold Takasbank responsible due to refund transaction. In case agreed amount with seller is transferred to Takasbank by Buyer but information about the registry info for transfer of ownership is not sent by TNB, the transferred amount by the Buyer shall be refunded to the account belong to him/herself entered into the system during the registry process. For this reason Buyer or Seller cannot demand anything from Takasbank including interest regardless of the name under which on any grounds.

CHAPTER EIGHT

Miscellaneous and Last Provisions

ARTICLE 20 Currency unit

- (1) The currency of the transactions realized via the system shall be Turkish Lira.

ARTICLE 21 Fees and commissions

- (1) In case TaşıtTakas System is used for vehicle sales transactions at the Notaries, Takasbank charges fee for each transaction by deducting the relevant amount from the vehicle sales amount that will be transferred to the Seller. Fee is charged on the condition that vehicle subject to sales is registered to Buyer.

- (2) Upper limit for the fee that will be charged due to service provided is determined by Republic of Turkey Ministry of Trade. This amount is increased annually according to the revaluation rate defined and announced by Ministry of Treasury and Finance under Tax Procedure Law.
- (3) The portion of the fee determined by the Republic of Turkey Ministry of Trade is paid by Takasbank to TNB as transaction participation share for each transaction.
- (4) Fee that will be charged in the TaşıtTakas System is published on Takasbank's website, www.tasittakas.com.tr and pages of the mobile application.

ARTICLE 22 Provisions to be applied in case of no provision in the Procedure

- (1) Regarding the issues that are not stated or not clarified in this Procedure, General Manager is entitled and authorized to take a decision, and to regulate and direct the implementation within the framework of relevant regulations.

ARTICLE 23 Measures to be taken in case of extraordinary situations

- (1) Takasbank is authorized to determine and enforce the measures to be taken in case of presence of extraordinary situations where it foresees the system operations may be adversely affected.

ARTICLE 24 Announcements

- (1) Details and amendments regarding the subjects within this Procedure are published on the website by Takasbank.

ARTICLE 25 Emergency situations

- (1) Decision taking processes to be followed, technical, functional and operational procedures and tools in case of emergency situations are defined and announced via the disaster recovery cases guidelines prepared by Takasbank.

ARTICLE 26 Amendments to the rules of processes

- (1) Takasbank is authorized to amend the rules of processes.
- (2) In case amendments to the rules of process are subject to approval of competent authorities under relevant legislation, amendments take effect after mentioned approval.

ARTICLE 27 Effective date

- (1) This Procedure shall become effective on its publication date.

ARTICLE 28 Execution

- (1) The Provisions of this procedure shall be executed by the General Manager.