Informing

Policy

**Purpose and Basis**

The Information Policy of our Company was prepared within the framework of the "Special Circumstances Communiqué (II-15.1)", which was issued by the Capital Markets Board (When required by the legislations) and entered into force upon the approval of the Board of Directors in order to ensure that all information and developments regarding the previous period performance and future expectations related to the activities of the Company are conveyed to the shareholders, investors and all stakeholders including the public, in a timely, complete, accurate and understandable manner.

**General Principles**

**Information Policy,**

1. It is in compliance with the Turkish Commercial Code (TCC), the Capital Market Law (CMB) and the regulations made.
2. Our company was established within the framework of Corporate Management Principles and transparency policy.
3. It aims to ensure that the public institutions, our partners, our potential investors, our customers and other stakeholders access accurate and complete information on time and under equal conditions.
4. It ensures that the information to be disclosed to the public is direct, understandable, analyzable and accessible at the most affordable cost to the extent that it helps individuals and organizations to make decisions.
5. It does not require the obligation of disclosure to the public in terms of information that is within the scope of trade secret or of which disclosure is legally objectionable.

**Authority and responsibility**

The Board of Directors is responsible for the establishment, follow-up review and development of the Information Policy of the Company.

**Information Tools**

For the public disclosure, the following information tools and methods are used:

• Special circumstances disclosures, (Material Disclosure)

• Financial statements and footnotes, independent audit report and annual report,

• Turkish Trade Registry Gazette announcements,

• Press releases and announcements,

• Telephone, electronic mail, fax and other communication tools,

• Investor meetings and presentations,

• Corporate website,

• "Information Society Services" allocated area

• Explanations made to News Channels / Data distribution organizations.

**Special Circumstance Disclosures (Material Disclosure)**

In the event of the existence of transactions, events and developments envisaged within the framework of the Special Circumstances Communiqué (II-15.1) issued by the Capital Markets Board, the special circumstance disclosures prepared in accordance with the format attached to the Communiqué will be sent to the Public Disclosure Platform (when required by the legislation) (www.kap.gov.tr).1

**Public Disclosure of Financial Statements**

The interim and annual financial statements of the company are prepared in accordance with the provisions determined by the Capital Markets Board and in accordance with the International Financial Reporting Standards. It is audited independently for the periods stipulated by the legislation, and then it is notified to the Public Disclosure Platform together with the statement of responsibility stating its accuracy by the people in charge following the approval of the Board of Directors.

**Activity report**

The content of the Annual Report is prepared in accordance with the TCC, Capital Markets legislation and CMB Corporate Governance Principles. Following the approval of the Board of Directors, the Annual Report is presented to the shareholders at the General Assembly meeting and published on the website.

Corporate Website

Our company's website is www.garantifilo.com.tr

1 Garanti Fleet Management Services Inc. makes notice to the PDP in case of issuing bonds..

The company's website contains information specified in the TCC and the Corporate Governance Principles of the Capital Markets Board and the changes are updated. Disclosures on the company's website do not replace the notifications and special circumstance disclosures required by the provisions of the Capital Market Legislation.

Publicly disclosed previous and current information is easily accessible on the company's website.

Notice and Announcements Made Through Turkey Trade Registry Gazette and Daily Newspapers

Pursuant to the Capital Market Law, TCC and Company’s Articles of Association; the announcements regarding the General Assembly, amendments of the Articles of Association, capital increase and dividend distribution are made in Turkey Trade Registry Gazette.

**Information society services**

In accordance with Article 1524 of the Turkish Commercial Code numbered 6102, the corporate website (www.garantifilo.com.tr) is reserved to the section of "Garanti Fleet Information Society Services" and the legally required advertisements are included.

The Chairman and Members of the Board of Directors, the General Manager and the Deputy General Managers are authorized to make statements to the press and media organs on behalf of the Company. Information requests of shareholders are met by the relevant Deputy General Manager and Unit Manager.

**Execution and Amendment**

The follow-up and development of the disclosure policy is under the authority and responsibility of the Board of Directors.

The effectiveness and reliability of the public disclosure processes within the scope of the disclosure policy are under the supervision and control of the Board of Directors. The Board of Directors has the authority to make amendments in the policy text, and the amendments to be made shall be announced to the public and published on the corporate website within a week following the amendments. The implementation of the disclosure policy is the responsibility of the company management.