

2 January 2019

Re: Regulation on Electronic Notification

The Regulation on Electronic Notification (*published in the Official Gazette dated 6 December 2018*) (“**Regulation**”) has entered into force as of 1 January 2019 (“**Effective Date**”).

Accordingly, the notifications to be made by the competent authorities (such as public administrations, special budget administrations, regulatory and supervisory authorities, social security institutions, higher education foundations, local administrations, bar associations and notaries) to the following natural and legal persons are required to be made electronically:

- (a) Public administrations (listed in the tables (I), (II), (III) and (IV) under the Law on Public Finance Management and Control dated 10 December 2003 and numbered 5018 (“**Law No. 5018**”)), and institutions with revolving funds affiliated to the said public institutions,
- (b) Local administrations defined in Law No. 5018,
- (c) Other public institutions and organizations, funds and surety funds established by laws,
- (d) State economic enterprises and their subsidiaries, establishments and administrations,
- (e) Companies of which more than fifty percent are owned by the state,
- (f) Professional Organizations and their Superior Organizations all of which are deemed as public institutions,
- (g) All private legal entities,
- (h) Notaries,
- (i) Lawyers,
- (j) Registered mediators and experts,
- (k) The unit having the authority to represent certain governmental institutions.

The persons listed above are required to obtain an electronic notification address and apply to the Post Office (“**PTT**”) with the following documents within one month from the Effective Date.

- (a) For public institutions, public organizations and associations: The unique number and system information existing in the State Organization Central Registration System (DETSIS) and for the said institutions, organizations and associations which are not registered in DETSIS, the system information in which such persons are subject to.

- (b) For legal entities registered in the Central Registration System (MERSIS): MERSIS number and system information, and for the legal entities which are not registered in MERSIS, the system information in which such persons are subject to.
- (c) For Turkish citizens: Identification information including Turkish identification number and
- (d) For foreign real persons: Identification information including the foreign identification number.

In addition, legal entities are required to appoint at least one, maximum 10 main process officers to perform the transactions related to the electronic notification address and notify the PTT of such officers.

Within one month from the date of the application, the PTT creates an electronic notification address and registers such address with the National Electronic Notification System (UETS). Furthermore, the PTT sends the said electronic notification address to the relevant person/s and provides this address immediately to the use of competent authorities issuing notification.

The addressee accesses the electronic notification address by using his/her e-signature, or via the e-Government or by using the one-time verification code, which is sent to his/her phone with the password given by the PTT. The electronic notification shall be deemed to have been made at the end of the fifth day following the date when it reaches the electronic notification address of the addressee.