Data Sheet

# Sovos Turkish Credits and Adapter Transactions

This Data Sheet has been prepared for the Software and Services purchased by the customer by the related Order Form.

This Data Sheet describes the following eInvoicing, eLedger, e-Arsiv Invoice and e-Delivery Note On-Premise and Cloud Software to be provided by **F.I.T. Bilgi İşlem Sistemleri Servisleri Sanayi ve Ticaret A.Ş.** ("Sovos") to the customer named on an applicable Order Form (the "Customer") in accordance with this Data Sheet:

- **Sovos - Turkish Credits - Transactions:** Credits which can be used for sending and receiving transactions for e-Delivery Note, e-Invoice and e-Arsiv Invoices, and e-Ledger Services on Sovos Portal / Cloud environment. In Turkey, transactions are synonymous with the word "Credit."

- **Sovos VAT "Regulation" – SME Cloud – ERP Adaptor – Turkey:** Turkish CTC "Regulation" mandate ERP data extraction tool for local ERPs that extracts data from the ERP DB and only supports certain ERPs and their specific versions.

How Turkish Credits – Transactions are consumed:

| Service | Credit Consumption | Unit |
|---|---|---|
| e-Invoice | 1 | 1 unit of Incoming / 1 unit of Outgoing e-Invoice |
| e-Ledger | 100 | 1 set of e-Ledger |
| e-Arsiv Invoice | 1 | 1 unit of sending e-Arsiv Invoice |
| e-Delivery Note | 1 | 1 unit of Incoming / 1 unit of Outgoing e-Delivery Note |

- Purchased Turkish Credits - Transactions will be available for Customer to consume for a one-year period starting from the date of activation on the System of such. If not consumed within this one-year period, the remaining Turkish Credits - Transactions will expire and may not be used past the said one-year period.

## 1 DEFINITIONS.

**1.1** "**Application**" means the version of Customer's financial, or transaction application identified in the Customer Information Document.

**1.2** "**Customer Information Document**" means the document provided by Sovos to be completed by Customer specifying certain information, which may include, without limitation, onboarding information.

**1.3** "**System**" means the Software and services maintained by Sovos

**1.4** "**TRA**" stands for Turkish Revenue Administration.

**1.5** "**Credit**" means a unit that each transaction consumes according to the table given above

**1.6** "**Regulation**" means e-transformation executions published by the Tax Authority, which can be used by taxpayers. Regulation could be one of these; "e-Invoice"," e-Arsiv Invoice", "e-Delivery Note" and "e-Ledger".

**1.7** "**e-Invoice**" is a regulation that was implemented with the General Communiqué of the Tax Procedure Law No. 397 in Turkey and has been in effect since March 5, 2010. The Turkey Revenue Administration (TRA) determines the data format and standard. It is an electronic document containing information in which the transmission between the seller and the buyer is carried out over a central platform (TRA). E-Invoice is possible when both parties are registered to the system. Otherwise, the invoice should follow the "e-Receipt" regulation.

e-Invoice includes functionalities like signing, archiving, sending documents to TRA and tracking their statuses for outbound invoices. Inbound Invoices will be achieved after receiving them from TRA, and actions like approve and reject will be possible for the relevant scenarios (Commercial Invoice).

**1.8** "**e-Arsiv Invoice**" is a regulation known as "e-Archive Invoice". With the General Communiqué of the Tax Procedure Law No. 509, the procedures and principles regarding the creation of the e-Archive Invoice in an electronic environment, its transmission in paper or electronic media according to the request of the buyer, its preservation and submission in the electronic environment have been rearranged.

This regulation functionally includes controlling e-Arsiv, keeping them by signing and sending them to the TRA by making a report after the day.

**1.9** "**e-Delivery Note**" is a regulation that is also known as "e-Dispatch" or "e-Waybill". It is an application that covers the regulations regarding the electronic preparation, transmission, storage, and presentation of the "shipment/delivery note", which is issued in paper form, with the General Communiqué of the Tax Procedure Law No. 509.

e-Delivery Note includes functionalities like signing, archiving, sending documents to TRA, and tracking their statuses for outbound documents. Inbound documents will be achieved after receiving them from TRA.

**1.10** "**e-Ledger**" is a regulation that came into effect with the General Communiqué No. 1 Electronic Ledger, jointly published by the Ministry of Finance Revenue Administration and the Ministry of Customs and Trade, General Directorate of Internal Trade. It is a set of legal and technical regulations aiming to be prepared in electronic file format in accordance with formats and standards, to be saved without printing, to guarantee its immutability, integrity, and the accuracy of its source, and to allow it to be used as a means of proof before the relevant parties

This regulation functionally includes creating and signing the ledgers within a maximum period of 3 months, sending them to the TRA, and keeping the versions approved by the Revenue Administration.

**2. INTEGRATION AND ADAPTERS.** Customer is solely responsible for data mapping. Customer may purchase the right to use a Standard Adapter, if available from Sovos. Customer's use of such Standard Adapter is subject to all terms and conditions of the Governing Agreement. If no Standard Adapter is available or purchased by Customer, Customer is responsible for: (i) developing and maintaining the adapter; and (ii) updating the adapter to be compatible with new releases of the System and Customer's Application. Sovos can provide adapter services on a time and materials basis pursuant to the Services provisions of the Governing Agreement. SOVOS PROVIDES NO WARRANTY, SUPPORT OR MAINTENANCE FOR ANY NON-STANDARD ADAPTER.

**3. ACCESS.** Access and use of the Cloud Solution may require certain components of the Software to be installed in Customer's data center. In such event, use of such components of the Software installed in Customer's data center will be limited to Customer's Access and use of the Software and subject to the restrictions on use set forth in the Governing Agreement and any applicable Data Sheets.

**4. CHANGES**. Sovos may, from time to time and in its sole discretion, make changes to this document or the terms and conditions set forth herein, provided however, in no event shall Sovos make any changes that will degrade the products or services applicable to this Data Sheet without the customer's prior written approval. When Sovos makes changes hereto which do not degrade the products or services applicable to this Data Sheet, Sovos will provide notice as appropriate under the circumstances, e.g., by displaying a notice within the applicable Sovos products or services, by updating the Data Sheet located at https://sovos.com/customer-legal-data-sheets/ or by sending Customer an email.

**5. TERMS AND CONDITIONS**. Customer's execution of an applicable Order Form for the products applicable to this Data Sheet signifies Customer's agreement to the terms and conditions in this Data Sheet and its acknowledgment that the Products are provided under and is governed by such applicable Order Form and the separate written agreement between the parties that expressly governs Sovos' delivery of products and services (the "Governing Agreement").

**6. DEFINED TERMS**. Except as defined herein or otherwise required by the context herein, all defined terms used in this Data Sheet have the meaning set forth in the Governing Agreement.

This document constitutes a Data Sheet as defined in the Governing Agreement.

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