



APPLICATION FORM

GENERAL REMARKS

In Personal Data Protection Law No. 6698 (“PDP Law”), personal data owners defined as relevant person (hereinafter referred to as “Applicant”), is given the right to make some requests related to processing of his/her personal data in Article 11 of PDP Law.

In accordance with paragraph one of Article 13 of PDP Law; the applications to our Company, who is the data controller, relating to these rights should be made in writing or through other methods determined by Personal Data Protection Committee (“Committee”).

Within this scope, the applications to be made to our Company “in writing” will be sent to us by printing out this form;

- through application of the Applicant in person,
- through Notary,
- through signing with “secure electronic signature” defined in Electronic Signature Law No 5070 by the Applicant and sending to registered electronic mail address of the Company.

Information is given below specific to written application channels about how written applications will be sent to us.

Method of Application	Address for Application	Information To Be Stated When Sending Application
Application In Person (The Applicant comes in person and applies with a document certifying his/her identity)	Cumhuriyet Mah. Hacı Osman Bayırı Cad. No: 25 34457 Tarabya- Sarıyer/İstanbul	The envelop shall bear the expression that “Information Request Within the Scope of Personal Data Protection Law”.
Notice through the agency of notary	Cumhuriyet Mah. Hacı Osman Bayırı Cad. No: 25 34457 Tarabya- Sarıyer/İstanbul	The notice envelop shall bear the expression that “Information Request Within the Scope of Personal Data Protection Law”.
Registered Electronic Mail (KEP) by Signing with “Secure electronic signature”		Subject field of the e-mail shall bear the expression that “Information Request Within the Scope of Personal Data Protection Law”.

Furthermore, after the other methods to be determined by the Committee are announced, our Company will announce how applications will be made using these methods.

Your applications sent to us, in accordance with paragraph two of article 13 of PDP Law, will be responded within thirty days following the date when your request reaches us according to the nature of the request. Our responses will be sent to you in writing or electronically in accordance with the provision of article 13 of PDP Law.

A. Contact details of the Applicant:

Name:	
Surname:	
TR Identity Number:	
Phone Number:	
E-mail: <i>(If you state, we will be able to respond you more quickly.)</i>	
Address:	

B. Please state your relationship with our Company. *(such as customer, business partner, employee candidate, former employee, third-party firm employee, shareholder)*

<input type="checkbox"/> Customer	<input type="checkbox"/> Business Partner
<input type="checkbox"/> Visitor	<input type="checkbox"/> Other:
Department you are in contact with in our Company:.....	
Subject:	

<input type="checkbox"/> I am a former employee	<input type="checkbox"/> I made Job Application / CV Share
<i>Years of Employment:.....</i>	<i>Date:</i>
<input type="checkbox"/> Other:	<input type="checkbox"/> I am Third-Party Firm Employee
	<i>Please state the firm you work for and your position</i>

