

## KVK APPLICATION FORM

### General Descriptions

With the developments in information and communication technologies, the processing, storage and sharing of personal data has become much easier. The spread of the Internet, the invention of the smartphone, has reshaped our lives not only in the field of the data processing and sharing. Digitized lives have made the protection of personal data more sensitive.

The Personal Data Protection Law (KVKK) dated 24.03.2016 and numbered 6698 was enacted in order to protect the fundamental rights and freedoms of individuals and to regulate the obligations of personal data processors and the procedures and principles they will comply with. Our company, as a data controller, takes the necessary administrative and technical measures to protect your personal data in accordance with KVKK.

You can submit your requests to our Company with this form prepared in accordance with the provisions of the KVKK on the Procedures and Principles of Application to the Data Controller published in the Official Gazette dated 10.03.2018 and numbered 30356.

### **A- Information on the Applicant**

<b>Name-Surname</b>	
<b>T.R. Identification number</b>	
<b><u>Nationality/Passport Number for Foreigners</u></b>	
<b>Address</b>	
<b>E-mail</b>	
<b>Phone/Fax Number</b>	
<b>Registered Email (KEP) address</b>	

### **B- Application procedure**

#### **Your requests for the processing of personal data**

Handwritten
Registered e-mail (KEP) address
Secure electronic signature
Mobile signature
You can send it with

### **C- Rights of the data owner**

Please mark your request(s)	
<input type="checkbox"/>	I want to know whether my personal data is processed or not.
<input type="checkbox"/>	If my personal data has been processed, I request information about it.
<input type="checkbox"/>	I want to learn the purpose of processing my personal data and whether it is used in accordance with this purpose.
<input type="checkbox"/>	I would like to learn about the third parties to whom my personal data is transferred, in the country or abroad.
<input type="checkbox"/>	If my personal data is incomplete or incorrectly processed, I want them to be corrected.
<input type="checkbox"/>	Despite the fact that it has been processed in accordance with KVKK and relevant legislation, personal data belonging to me will not be deleted

	For the personal data belonging to me, corrected as incomplete or incorrectly processed, I want the same action to be taken before the shared third parties.
	For the personal data belonging to me that I want to be deleted, the same applies to third parties with whom it is shared. I want the action done.
	Against me by analyzing the processed data belonging to me exclusively through automated systems. I object to the result.
	I request compensation for the damage caused by the illegal processing of my personal data.

**D- Please indicate your relationship with our company  
(such as customer, business partner, employee candidate, ex-employee, third-party company employee, shareholder)**

<input type="checkbox"/>	Customer	<input type="checkbox"/>	Business partner	<input type="checkbox"/>	Worker	<input type="checkbox"/>	Employee Candidate	<input type="checkbox"/>	Former Employee	<input type="checkbox"/>	Other
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**E- Request (Write your request within the scope of KVK)**

**F- Choose the method of notifying you of the answer we will give to your application.**

<input type="checkbox"/>	I want it sent to my address.
<input type="checkbox"/>	I want it sent to my email address.
<input type="checkbox"/>	I want it to be sent to my registered e-mail (KEP) address.
<input type="checkbox"/>	I want to receive it by hand.

**(In case of receipt by proxy, a notarized power of attorney or authorization document must be submitted)**

**G-** This application form has been prepared so that your application can be answered accurately and in a timely manner, by identifying your relationship with our Company, and fully identifying your personal data, if any, processed by our Company. Our company reserves the right to request additional documents and information from you for identification and authorization determination, in order to eliminate the legal risks that may arise from illegal and unfair data sharing and to ensure the security of your personal data.

Your application to our company within the scope of KVKK will be concluded free of charge as soon as possible and within thirty days at the latest, depending on the nature of the request. However, if the transaction requires a separate cost, the fee determined by the Personal Data Protection Authority may be charged.

I accept and declare that the personal data I have provided to your Company in this application form are correct and up-to-date and that I have not made an unauthorized application. By filling out the above form completely; In line with my request that I have stated clearly, clearly and intelligibly, my application to your company is within the scope of KVKK.

Please evaluate and inform me.

**Applicant (Personal Data Owner/Proxy)**

<b>Name Surname</b>	
<b>Application date</b>	
<b>Signature</b>	