



## INFORMATION AND APPLICATION FORM OF PERSONAL DATA OWNER

According to the 6698 The Law On The Protection Of Personal Data and Incorporated Company Personal Data Policy, personal data owners have the right to make certain requests for processing of their personal data. In this context, “written” applications to be made to our Company, may be printed out of the application form;

- ✓ By the applicant’s personal application,
- ✓ Through a notary,
- ✓ As defined in the 5070 Electronic Signature Law, the applicant can sign the application with the “electronic signature” and this application form will be sent to the Company's registered e-mail address.

The following chart gives information about what kind of written application channels data owner can use to convey his/her written application to our Company.

Application Method	Adress	Information
Personal Application (The applicant must personally come and apply with a document showing his/her identity card)	<i>Erkunt Cad. No:6 Sincan OSB Sincan-ANKARA</i>	“ Information request within the scope of the Law On The Protection Of Personal Data” will be written on top of the envelope.
Notification through a notary or by registered mail	<i>Erkunt Cad. No:6 Sincan OSB Sincan-ANKARA</i>	“ Information request within the Scope of the Law On The Protection Of Personal Data” will be written on the notification.
Signed with “electronic signature , via Registered Electronic Mail (REM)	<i>kozanoglukozanoglukozmaksan@hs01.kep.tr</i>	“ Information request within the scope of the Law On The Protection Of Personal Data” will be written in the subject part of the e-mail.

### A. Contact Informations of Applicant:

Name:	
Surname:	
Id Number:	
Phone Number:	
E-mail:	
Adress:	



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**B. Please Indicate Your Relationship With Our Company.**

<input type="checkbox"/> <b>Customer</b> <input type="checkbox"/> <b>Visitor</b> <input type="checkbox"/> <b>As a Prior Employee</b> <i>Years I worked :</i>  <input type="checkbox"/> <b>I am a third party employee</b> <i>Please describe the company and give information about the occupation</i>	<input type="checkbox"/> <b>Associate</b> <input type="checkbox"/> <b>Job Application / Shared My Curriculum Vitae</b> <i>Date :</i> ..... ..... <input type="checkbox"/> <b>Other:</b> ..... .....
<p>Within the company you are in contact with;</p> <p>Unit:.....</p> <p>Subject:</p> <p>.....</p> <p>.....</p>	

**C. Please explain your requests in detail within the scope of The Law On The Protection Of Personal Data:**

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**D. Please choose how would you like to be notified about our answers to your application:**

- I would like to receive delivery by hand.
- Send to application response to my e-mail address.
- Send to my address.

This application form is written for, establishing the relationship between you and our company in order to respond your relevant application in an accurate and legal manner by processing your personal data,



if there are any, determined by our company. Our Company reserves the right to request additional documents and information (identity card or copy of driver's license, etc.) for the elimination of legal risks that may arise from unlawful and unfair data sharing and especially for the security of your personal data in order to ensure the security of your personal data, for identification and authorization.

Our company does not accept the responsibility for inaccurate, outdated or an unauthorized application forms.

**Applicant (Personal Data Owner)**

Name- Surname :

Application Date :

Signature :