REQUEST FORM

The Requester’s Personal Information:

|  |  |
| --- | --- |
| Name\* |  |
| Surname \* |  |
| Nationality\*\* |  |
| Rep. of Turkey Identity Number\* |  |
| Passport / Identiy Number\*\* |  |
| Telephone / Fax Number\* |  |
| Email Address\* |  |
| Residential / Business Address Subject to the Notification \* |  |
|  |
|  |

\* Mandatory fields determined “Comminuque On The Principles And Procedures For The Request to Data Controller” numbered 30356 published on Official Gazette.

\*\* Mandatory field for foreigners.

Please specify how you are related to our company.

|  |  |
| --- | --- |
| Customer | ☐ Yes ☐ No |
| Visitor | ☐ Yes ☐ No |
| Partner | ☐ Yes ☐ No |
| Former Employee | ☐ Yes ☐ No |
| If “Yes”, working years | ….…….. / ……..….. |
| Employee Candidate | ☐ Yes ☐ No |
| If “Yes”, | ☐ Job Application ☐ Sharing a Resume  Date: ………/………/………. |
| Employee of a Third Party Company | ☐ Yes ☐ No |
| If “Yes”, | Company Title / Job Title:  ………………………………....../……………………………………… |
| Our deparment you are in contact with: …………….…………………………………………………………  Subject: ……………………………………..…………………………………….……………...………………………………………………… | |

Please specify your detailed demand within the scope of the Law on Protection of Personal Data:

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Please select the method for the notification of our response to your request:

* Send notarial notification to my residential / business address subject to the notification.
* Send notification to my registered email address (KEP).
* I want to receive it by hand.

(Notification cannot be delivered to someone on behalf of the requester.

Wet signature of the requester is a must.)

This request form herein has been issued in order to give an accurate response to your related request within the period of time determined by law by determining the relation between you and our company and determining all your personal data which have been processed by our company, if any. Our company reserves the right to request additional documents and information (such as copy of identity card or driving licence, etc.) for identification and determining jurisdiction in order to prevent the legal risks that may arise from the unlawful and unfair sharing of personal data and especially provide security of your personal data. In case of determining the information you have provided is not accurate or updated or the application you have made is unauthorized, our company will decline any responsibilities that will be arised from the requests with misinformation or the unauthorized application mentioned herein.

Requester (Data Subject)

Full Name :

Date of Request :

Signature :