

## INFORMATION REQUEST FORM

Pursuant to Article 13, Paragraph 1 of the Personal Data Protection Law No. 6698 (“PDPL”), applications regarding the rights of the data subject to our Company, as the data controller, must be submitted in accordance with the Procedure for the Management of Data Subject Applications and Requests, either in writing or via other methods determined by the Personal Data Protection Board.

In this context, written applications to our Company may be submitted:

- By the data subject personally, by filling out this form,
- Through a notary, or
- By filling out the form and sending it via email using a mobile signature or the electronic mail address previously notified to the data controller and registered in the system of the data controller.

Below are the specific written application channels and details on how to submit them:

Application Method	Address to Apply	Information to Be Noted on the Submission
In-person Application (With ID Document)	<i>ŞERİFALİ MAH. BÜYÜK YAVUZ SOK NO:28/30 HILLSIDE REZİDANCE K:6 D:25 ÜMRANİYE/İSTANBUL</i>	Information Request under the Personal Data Protection Law” should be written on the envelope.
Application via Notary		Information Request under the Personal Data Protection Law” should be written on the notification envelope.
Application via Registered Electronic Mail (KEP) with secure electronic signature		The subject line of the email should state “Information Request under the Personal Data Protection Law.”
Application via Mobile Signature or Email (Using the registered email address)		The subject line of the email should state “Information Request under the Personal Data Protection Law.”

Your applications submitted to us will be answered within 30 (thirty) days from the date your request reaches us, free of charge, in accordance with Article 13, Paragraph 2 of the PDPL, depending on the nature of the request. However, if the process requires an additional cost, a fee will be charged as per the tariff determined by the Personal Data Protection Board. Our responses will be delivered in writing or electronically as per Article 13 of the PDPL.

**A. Data Subject Contact Information:**

<b>Full Name:</b>	
<b>National ID No:</b>	
<b>Phone Number:</b>	
<b>Email:</b>	
<b>Address:</b>	

**B. Please Specify Your Relationship with Our Company.** (e.g., customer, business partner, employee, candidate, former employee, third-party employee, visitor)

<input type="checkbox"/> Customer  <i>Please specify the department you are in contact with:.....</i>	<input type="checkbox"/> Business Partner / Consultant  <i>Please specify the department you are in contact with:.....</i>
<input type="checkbox"/> Employee  <i>Please specify your position:.....</i>	<input type="checkbox"/> Job Candidate <i>I submitted a job application / resume.</i> <i>Date: .....</i>
<input type="checkbox"/> Former Employee  <i>Years of Employment:.....</i>	<input type="checkbox"/> Third-party Company Employee  <i>Please specify the company and your position:.....</i>
<input type="checkbox"/> Visitor  <i>Please specify the department you are in contact with:.....</i>	<input type="checkbox"/> Other (Please specify)

**Please specify your request in detail within the scope of the PDPL:**

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.