

APPLICATION FORM IN THE CONTEXT OF PROTECTION OF PERSONAL DATA

Personal data possessors (“Henceforth will be mentioned as “Applier”), who defined as relevant people in 6698 numbered Protection of Personal Data Law (“KVKK”), were accorded the right of demanding information about the processing of their personal data in the 11th article of KVKK (Personal Data Protection Law)

As per paragraph 1 of Article 13; Applications which will be made to our data controller Company about these rights, are required to be communicated in written or other methods which are defined by The Council of Protection of Personal Data (“The Council”)

In this context, “written” applications to our company, can be communicated by printing out hereby form with;

- Personal application of applier,
- Via notary,
- Via sending Company registered e-mail address by signing it with “secured e-signature” which is defined in the “5070 Numbered Electronic Signature Law” by applier.

Hereinafter, information about how written applications will be communicated to us is given.

APPLICATION METHOD	APPLICATION ADDRESS	INFORMATION WHICH WILL BE SPECIFIED IN APPLICATION SEND
KEP Application (Recorded E-Mail Service of Turkish Post and Telegraph Service)	www.humaninside.net	“Information request in the context of protection of personal data law” will be written in the topic part of the request e-mail.
Personally Application (Apppliers’ application by coming personally with a document which certifies their identity card.)	Folkart Towers B Kule No: 39 Kat:26 Daire:2602 Adalet Mah. Manas Bulvarı/ Bayraklı/ İZMİR	“Information request in the context of protection of personal data law.” will be written on envelope.
Declarations via Notary	Folkart Towers B Kule No: 39 Kat:26 Daire:2602 Adalet Mah. Manas Bulvarı/ Bayraklı/ İZMİR	“Information request in the context of protection of personal data law.” will be written on declarations envelope.

Also, when other methods designated by the Council have been announced, how new applications are going to be made will be announced by our company.

In the application, there have to be name and surname; if it is a written application the signature; T.R. Identity Number for Turkish citizens; for foreigners, nationality and passport number or if any the Identity Number; permanent address or if any work address; if any secured e-mail address; telephone or telecopy number; request issue. Information about the issue and documents are also added to the application.

It is not possible for third parties to demand in behalf of personal data possessors. There has to be a special power of attorney which is regulated by personal data possessor and related with the issue if third parties are going to demand.

By applying to our company in accordance with KVKK (Personal Data Protection Law) as per article 11, you have the rights of;

1. Learning whether your personal data is processed or not,
2. If your personal data is processed, requesting information related to it,
3. Learning purpose of processing your personal data and whether it is used relevantly or not,
4. Knowing the third parties, who are imparted with your personal data in domestic or abroad,
5. Requesting the correction of your personal data in case they are deficiently or wrongly processed,
6. Requesting deleting or extinguishing of your personal data in case the disappearance of the reasons which require processing them in terms of purpose, time and legitimacy principles.
7. Requesting the third parties, who are imparted with your personal data, to be informed about the processes in case of the correction, deleting or extinguishing of your personal data,
8. Opposing it in case of the emergence of a consequence against you by analyzing your processed personal data with exclusively automatic systems,
9. Requesting the absorption of loss if your personal data is processed illegally and you sustain loss because of this reason.

In the application - which you have as personal data possessor; will be made to exercise your rights specified above; contains your statements related to the right you demand to exercise - the issue you demanded is has to be clear and understandable; related with yourself or if you are acting on behalf of someone else you have to be entitled and certified your authorization, there have to be personal identifying and address information and documents which certify your identity.

In this context, your applications are going to be concluded as soon as possible and mostly within 30 days. The applications aforementioned are free of charge. However, in case there is another cost need for the process, the cost specified by Personal Data Protection Council may be received.

CONTACT INFORMATION OF APPLIER

Name and Surname:
T.R. Identity Number:
Address:
Phone number:
E- Mail (in case you specified it, we will be able to respond faster):

THE RELATIONSHIP OF APPLIER WITH OUR COMPANY

Please specify your relationship with our company. (Such as; Client, Business Partner, Employee Candidate, Former Employee, Third Party Company Employee, Shareholder)

<input type="checkbox"/> Client <input type="checkbox"/> Visitor	<input type="checkbox"/> Business Partner <input type="checkbox"/> Other:
You are in communication with our company's; Unit:..... Issue:	

<input type="checkbox"/> I'm a former employee. Years I have worked: <input type="checkbox"/> Other:	<input type="checkbox"/> I have made job application/shared C.V. Date: <input type="checkbox"/> I'm a third-party company employee Please specify the company you work and your position:
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DEMAND DETAILS OF APPLIER

Please specify your request below in the context of the rights in accordance with Personal Data Protection Law.

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INTIMATION METHOD OF APPLICATION REPLY

Please choose the intimation method of our response to your application.

- I want it to be sent to my address.
- I want it to be sent on my e-mail address.
(In case you choose the e-mail method, we will be able to respond faster)
- I want to receive it by hand.
(In case receiving by hand, it is required to have warranty of attorney (notarized) or authorization certificate.)

Hereby application form is put in order to respond your related application in true and lawful time by determining your relationship with our Company and if any your personal data which was processed by our Company. Our company reserves the right to demand additional documents and information (National Id Card or Driving License etc.) in order to eliminate legal risks, which may be result of illegal and unjust information sharing, and especially provide the security of your personal data. In the act of the information which you communicate in the context of this form is not true or updated or is unauthorized, our company declines the responsibility of the related demands.

DECLARATION

I request to be informed via the e-mail address which I specified above by the evaluation of my application which is made to your Data Controller Company in accordance with the Article 13 of Protection of Personal Data Law.

Date:
Name and Surname:
Signature: