

## Application form for data subject

for

## The applications to be filed by the personal data subject to the data controller

### Overview:

Personal Data Protection Law Nr. 6698 (Law) regulates that data subjects, who are defined as the natural persons whose personal data are processed (Data Subject), may exercise the rights vested in them with respect to their personal data as specified under the Section 11 of the Law, and that they are required to apply to the Data Controller in order to exercise such rights.

Pursuant to the paragraph 1 of the Section 13 of the Law; the applications to be filed to Hitit Bilgisayar Hizmetleri A.S. (Data Controller or Hitit), in the capacity of data controller, with respect to such rights are required to be submitted in writing or by means of any other methods determined by the Board of Protection of Personal Data (Board).

### Application method:

Accordingly, the applications to be filed “in writing” are required to be submitted to us by sending;

- an originally signed copy of this Application Form to the address “Hitit Bilgisayar Hizmetleri A.S. Resitpasa Mah. Katar Cad. No:4/1 Ari Teknokent 2 Ic Kapi No:601 Maslak

34469 Sariyer Istanbul”, through the agency of the notary public,

The procedure to follow, as specified above, shall constitute the “written” application method in accordance with the paragraph 1 of Section 13 of the Law. Upon announcement

of the other methods to be determined by the Board, our Company shall announce that how the applications to be filed through such methods will be accepted.

Your applications shall be responded free of charge “as soon as possible and within a period of thirty days on the maximum basis” as of the date of receipt of your request, based on the nature of your request, in accordance with the paragraph 2 of Section 13 of the Law. However; in the event that the transaction requires any separate cost, then the fee, available in the tariff determined by the Board of Protection of Personal Data, shall be collected by our Company. Our responses shall be submitted to you either in writing or electronically in accordance with the provision prescribed under the Section 13 of the Law.

This form and the information and documents, requested from you based on your request, are required to be submitted to us in a complete and accurate manner in order to be able to assess your request. We would like to inform you about the fact that the time/period specified under the paragraph 2 of Section 13 of the Law shall not run in case of any failure in a proper submission of the information and documents.

### **Recognition of the applicant and contact information about the application**

Name and Surname :

Turkish Identity Number :

Date of Birth :

E-mail :

PEP (registered electronic mail):

Mobile Phone :

Address:

Upon receipt of your application for obtainment of information, our Company may contact with you for the purpose of confirming that you are the data subject in order to ensure the security of your personal data, and it may request you to provide certain information and documents with respect to such matter.

**Please specify the relation with our Company**

(Customer, business partner, employee candidate, former employee, an employee of the third-party company, shareholder, etc.)

Unit / person you talk in our institution:.....

Subject: .....

**Please explain in detail your request under the Act:**

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**Please select the notification method to you for our response to your application:**

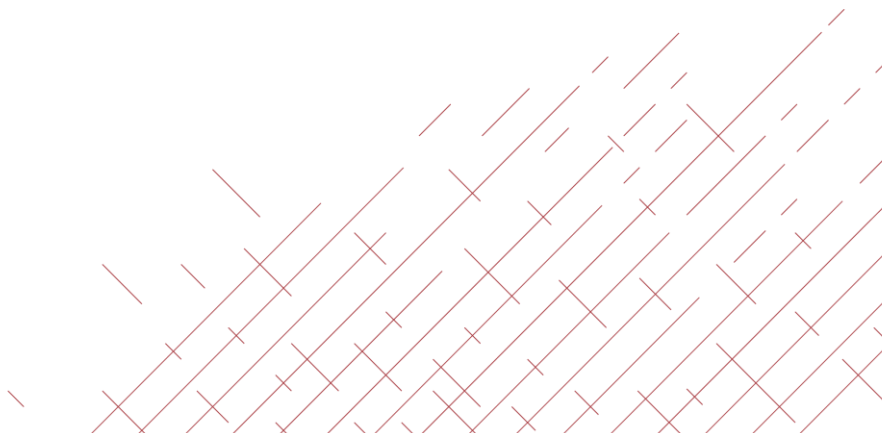
I want to be sent via mail to my address:

.....

I want to be sent to my e-mail or PEP address:

.....

(If you choose one of these methods, our answer will be delivered to you sooner.)



I want to buy hand-delivered.

(In the case of receipt by proxy, a notarized power of attorney is required.)

I kindly request you to assess the application that I have filed for your Company based on the requests specified above and to be informed about such matter.

Name and Surname:

Application date:

Signature: