

OVERVIEW

Article 11 of the KVK Law grants the right to make certain requests regarding the processing of personal data to the personal data owners defined as the data subject or legal representatives of these persons (hereinafter referred to as the "Applicant") in the Personal Data Protection Law No. 6698 ("KVK Law")

Pursuant to the first paragraph of Article 13 of the KVK Law; Kentkart Group Companies Legal Entities ("Kentkart"), who are the data controllers, must submit applications regarding these rights in writing or by other methods determined by the Personal Data Protection Authority ("Authority").

In this context, applications will be made to our Company in "written" form, by printing out this form;

- With the personal application of the applicant,
- By the applicant through a notary or by sending it to our company's registered e-mail address by signing with the "secure electronic signature" defined in the Electronic Signature Law No. 5070. can be forwarded to us.

In the below, information about how written applications will be delivered to us and specific info's about the written application channels, is given.

UNDER THE LAW ON THE PROTECTION OF PERSONAL DATA APPLICATION FORM OF RELATED PERSON

Application Method	Address to apply	Information to be Specified in the Application Submission
Personal Application (Applicant comes in person and applies with a document proving his identity)	Click here for the Data Controller's address	"Information Request Under the Law on Protection of Personal Data" will be written on the envelope.
Through a notary notification (While in notary, documents for id certification must keep available)	Click here for the Data Controller's address.	"Information Request Under the Law on Protection of Personal Data" will be written in the notification envelope
Via Secure Electronic Signature or Email Via Mobile Signature	kvkk.info@kentkart.com.tr	It must be signed by the Applicant via Secure Electronic Signature or Mobile Signature and the phrase "Information Request on the Protection of Personal Data" must be included in the subject line of the e-mail.
Via Registered Electronic Mail (KEP)	Click here for the Data Controller's KEP address	In the subject part of the KEP application, the phrase "Information Request Under the Law on the Protection of Personal Data" must be included.

[APPENDIX- Kentkart Data Controller List and KEP Addresses](#)

In addition, after other methods were determined by the Authority are announced, our company will announce that how the applications will be received through these methods

Similarly, information regarding that how to respond to the application made to us is presented to your attention in the table below.

UNDER THE LAW ON THE PROTECTION OF PERSONAL DATA APPLICATION FORM OF RELATED PERSON

Company's Response Method	Method of Accessing to Answer by the Applicant	Information to be Specified in Reply
By hand delivery (Applicant's receipt of the answer document by coming personally with the documents proving identity)	Click here for the Data Controller's address.	"Information Request Under the Law on Protection of Personal Data" will be written on the envelope.
By sending to the address (by sending to the address specified in the application)	Address specified in the application (If the applicant is the representative of the person concerned, the address of the representative)	"Response to Information Request Under the Law on Protection of Personal Data" will be written in the notification envelope.
Via Electronic Mail	The e-mail address specified in the application (If the applicant is the representative of the relevant person, the e-mail address of the representative)	In the subject part of the e-mail, "Reply Regarding the Information Request of the Law on the Protection of Personal Data" will be written.
By text message	Applicant phone number to be specified in the application (if the applicant is the representative of the person concerned, the phone number of the representative)	At the beginning of the message, "the law on the protection of personal data" will be written.

Pursuant to the KVK Law, our company shall authorised to select any of the response methods submitted your attention in the table above. In addition, our company reserves the right to make any other kind of notification electronically. Your applications submitted to us will be responded within thirty days at the latest from the date of receipt of your request, in accordance with the second paragraph of Article 13 of the KVK Law, depending on the nature of the request. Our respond will be delivered to you in writing or electronically in accordance with the provisions of Article 13 of the relevant KVK Law. Your request will evaluate by our company and if your request is rejected, the reasons for the rejection are shared with you. The Applicant's right to object to the refusal decision is reserved.

A. Applicant contact details:

Name	
Surname:	
Id Number:	
Phone Number:	
E-mail (We will be able to respond to you faster if you specify.)	
Address:	

B. Please indicate your relationship with our Company. (such as customer, business partner, employee candidate, ex-employee, third-party company employee, shareholder)

<input type="checkbox"/> Customer <input type="checkbox"/> Visitor	<input type="checkbox"/> Business partner <input type="checkbox"/> Other:
You are in contact with Unit:	
Subject:	

<input type="checkbox"/> Ex-Employee The years i worked for: <input type="checkbox"/> Other:	<input type="checkbox"/> I Shared a Job Application / Resume Date <input type="checkbox"/> I am a Third Party Company Employee Please specify the company and position you work for
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UNDER THE LAW ON THE PROTECTION OF PERSONAL DATA APPLICATION FORM OF RELATED PERSON

C. Please specify your request(s) under the KVK Law:

- I want to know whether your personal data is processed or not.
- If my personal data has been processed, I request information about it.
- I would like to learn the purpose of processing my personal data and whether they are used in accordance with the purpose.
- I would like to learn about the third parties to whom my personal data is transferred in the country or abroad.
- Due to the incomplete or incorrect processing of my personal data, I would like them to be corrected.
- I want my personal data to be deleted or destroyed within the framework of the conditions stipulated by law.
- Upon my request, if my missing or incorrect data is corrected or my data is deleted or destroyed, I want the third parties to whom my personal data is transferred to be notified.
- I would like to object to the emergence of a result against me by analyzing my processed data exclusively through automated systems.
- I request compensation for the damage I have suffered due to the unlawful processing of my personal data
- I request compensation for the damage I have suffered due to the unlawful processing of my personal data.

Please choose the method of notifying you of our response to your application:

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D. Please choose the method of notifying you of our response to your application:

I want it sent to my address.

I want it sent to my e-mail.

(We will be able to respond to you faster if you choose the e-mail method.)

I want to receive it by hand. (In case of receipt by proxy, a notarized power of attorney or authorization document is required.)

If no notification method is preferred, the application will be answered with the method in which it was submitted.

This application form has been issued in order to your relationship with our Company can be determined and your personal data processed by our Company, if any, are fully determined, and your relevant application can be responded accurately and in a legal time. Our Company reserves the right to request additional documents and information (copy of identity card or driver's license, etc.) for identification and authorization in order to eliminate legal risks that may arise from illegal and unfair data sharing and especially to ensure the security of your personal data. In the event that the information regarding your requests you submit within the scope of the form is not correct and up-to-date, or an unauthorized application is made, our Company does not accept any liability for such false information or requests arising from unauthorized applications, and in such cases, our Company reserves the right to reject the application.

Applicant (Relevant person)

Name-Surname :

Application Date :

Signature :