

**APPLICATION FORM TO BE USED FOR DATA OWNER APPLICATIONS
TO DATA CONTROLLER UNDER THE LAW NO. 6698 ON THE
PROTECTION OF PERSONAL DATA**

1. GENERAL REMARKS

The personal data owners referred to in the Law no. 6698 on the Protection of Personal Data (“Law”) as Data Owners (“Applicant”) are granted the right to file certain requests regarding the processing of personal data, under article 11 of the Law.

The applications to be submitted under the first paragraph of article 13 of the Law, to **Alkaş Perakende Hizmetleri Ticaret A.Ş. (“ALKAS”)** located at the address “Nispetiye Mah. Nispetiye Cad. No: 24 Daire: 16 Beşiktaş / İstanbul” considered data controller, with respect to these rights, should be submitted to us in writing, or through other means specified by the Personal Data Protection Board (“Board”). In this context, you can file applications with us in written form, or via registered electronic mail (“KEP”) address, secure electronic signature, mobile signature, or an electronic mail address you have provided to us earlier, and registered in our system, or through other means specified by the Personal Data Protection Board.

As per article 13, paragraph 2 of the Law, the applications submitted to us shall be answered “as soon as possible, and within a maximum of thirty (30) days” to follow the date on which the application was received, based on the nature of the request. Our responses shall be delivered to you in writing or on electronic media, as per article 13 of the Law, in accordance with your preference noted in the present application form.

2. INFORMATION REGARDING THE APPLICANT

FULL NAME:
TURKISH ID No.:
PHONE NUMBER:
E-MAIL:
ADDRESS:

3. YOUR AFFILIATION WITH OUR FIRM (e.g. customer, business partner, prospective employee, former employee, third party firm employee, shareholder)

Customer Business Partner Guest Other:

 Subject:

I am a former employee. I submitted a job application / my resume.

Details of my tenure:.....

Years : I am a third-party
 employee Other :

Please specify your firm and
 position.....

4. APPLICANT’S RIGHTS

Under article 11 of the Law, the applicant can file applications regarding the following rights, with our Firm, which is the data controller. Based on your preference, your request will be answered in writing or through electronic media.

Subject matter of request	Subject matter of request
I want to learn whether my personal data is processed by your firm or not. (PDPL art.11/a)	
I request information about the processing activity, in case my personal data are processed by your Firm. (PDPL art.11/b)	
I want to learn about the purpose of processing your personal data by the Firm, and if they are used in line with the purposes or not. (PDPL art.11/c)	
I want to learn the identity of third-party recipients to whom my personal data is transferred within or outside the country. (PDPL art.11/ç)	
I demand correction of my personal data in the event of incomplete or incorrect processing. (PDPL art.11/d)	

<p>I believe the grounds for processing of my personal data no longer applies even though my personal data has been processed in accordance with the law and other applicable regulations, and in this context, I demand to have my personal data;</p> <p>a) Deleted. b) Anonymized. (PDPL art.11/e)</p>	
<p>I demand the correction of my personal data before third party recipients as well, as I believe my personal data has been processed in an incomplete or inaccurate form. Please specify your personal data you wish to be corrected, using the space provided to the right, and attach the documents providing accurate and complementary information. (PDPL art.11/f)</p>	
<p>I believe that my personal data processed by your Firm is analyzed exclusively through automatic systems, leading to a result detrimental to my interests. I object to such results. (PDPL art.11/g)</p>	
<p>I suffered damages due to illegal processing of personal data. I demand compensation for such damages. Please specify the issue considered illegal, using the space provided to the right, and attach the supporting documents. (PDPL art.11/g)</p>	

5. APPLICANT'S STATEMENT

In line with my demands noted above, I hereby request the review of my applications with your Firm, under article 13 of the Law, and notification about the review.

I declare and undertake that the information and documents I have submitted to you in the present application are accurate and up-to-date and belong to me. I grant my consent for the processing of the information and documents I provided through the present application form, for the limited purpose of reviewing and responding to my application, notification about my application, and determining my identity and address, as per article 13 of the Law.

- o I want the answer to be sent to the residence address I specified above.
- o I want the answer to be sent to the registered e-mail address I specified above.

Applicant Contact Person (Personal Data Subject)

Name

Date of Application

Signature