

## DERYA BİLİŞİM GÜV. TEL. MÜH. DAN. SAN. VE TİC. LTD. ŞTİ

### DATA CONTROLL APPLICATION FORM UNDER THE PERSONAL DATA PROTECTION LAW

#### • General Explanations

Certain rights to request are provided to the personal data owners (Applicants), defined as relevant person in the Law No. 6698 on the Protection of Personal Data ("KVKK"), in the Article 11 of the KVKK.

In accordance with Paragraph 1 of the Article 13 of KVKK, the applications on these rights must be submitted to our company, data controller, in writing (with wet signature) or by other methods determined by the Personal Data Protection Board ("Board") (by using the registered e-mail of the applicant to the "KEP" address, with a secure electronic signature, with a mobile signature, by using the e-mail address previously notified to the data controller by the relevant person and registered in the system of data controller, or by using a software or application developed for the purpose of application.)

The applications to be made to our Company in this framework can be submitted to us by printing this form;

- by personal, written and wet-signed application of the Applicant
- or
- through Public Notary.
- The Applicant can make application to us by submitting this form or a form prepared by him in digital media, containing the mandatory information requested from him in this form,
  - through his registered e-mail address to (KEP) address;
  - by signing with secure electronical signature
  - by signing with mobile signature
  - through the e-mail address previously notified to us by him and registered in our system
  - through application in the website of DERYA BİLİŞİM GÜV. TEL. MÜH. DAN. SAN. VE TİC. LTD. ŞTİ

An online copy of this form can be found in web address [www.deryabilgiteknojileri.com](http://www.deryabilgiteknojileri.com)

In the table below, there is information about how the written applications shall be delivered to us, specific to the written application channels.

Application Method	Document Requested	Application Address	Application Remark
Personal Application (Himself) Written	Photocopy of Identity Card	İnönü Mah. Kayışdağı cad no 174 Ataşehir İstanbul	"Application under the Law on Protection of Personal Data" shall be written on the envelope.
	Photocopy of Identity Card, a		"Application under

Personal Application (Official)	special power of attorney issued through a notary public or an official document showing that he is the parent of the applicant.	"Application under the Law on Protection of Personal Data" shall be written on the envelope.	the Law on Protection of Personal Data" shall be written on the envelope.
Notification via Notary Public		"Application under the Law on Protection of Personal Data" shall be written on the envelope.	"Application under the Law on Protection of Personal Data" shall be written on the envelope.
By e-mail to be sent from the Registered Electronic Mail of the applicant to the (KEP) address (To the e-mail address of the data controller company with KEP extension)		deryabilisim@hs03.kep.tr KEP uzantılı e-posta adresi	"Application under the Law on Protection of Personal Data" shall be written on the subject of the e-mail.
By sending a digital document signed with a Secure Electronic Signature by e-mail		deryabilisim@hs03.kep.tr	"Application under the Law on Protection of Personal Data" shall be written on the subject of the e-mail.
By sending a digital document signed with a Mobile Signature by e-mail		deryabilisim@hs03.kep.tr	"Application under the Law on Protection of Personal Data" shall be written on the subject of the e-mail.
By using the electronic mail address of the Applicant previously notified to Derya Otomotiv Akaryakıt Taş.San. Ve Tic.A.Ş. or electronic mail address registered in the system of DERYA BİLİŞİM GÜV. TEL. MÜH. DAN. SAN. VE TİC. LTD. ŞTİ		deryabilisim@hs03.kep.tr	"Application under the Law on Protection of Personal Data" shall be written on the subject of the e-mail.

with the application form <a href="http://www.deryabilgiteknolojileri.com">www.deryabilgiteknolojileri.com</a>		<a href="http://www.deryabilgiteknolojileri.com">www.deryabilgiteknolojileri.com</a>	
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In addition, after the other methods to be determined by the Board are announced, our company shall announce how the applications will be received through these methods.

Your applicants that you submitted to us shall be answered within 30 days from the date your request reached us depending on the qualification of the request, in accordance with the 2 paragraph of Article 13 of the KVKK. Our answers shall be sent to you in writing or through electronic media in accordance with the Article 13 of KVKK.

## DERYA BİLİŞİM GÜV. TEL. MÜH. DAN. SAN. VE TİC. LTD. ŞTİ

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#### Relevant Person who Apply:

* Name-Surname	
* T.R. ID Number (Nationality and passport number/ID number for the foreigners)	
* Address to be the basis for notification	
Date of Birth	
Phone Number:	
E-Mail	
* Subject of the Request	

**FILLING IN THE FIELD MARKED WITH STAR ( \* ) IS MANDATORY AS A "COMMUNIQUE ON THE APPLICATION PROCEDURES AND PRINCIPLES".**

**The relationship with our company:**

☐ Customer/Supplier   ☐ Employee/Former Employee/Prospective Employee   ☐ Third Party

**Answer Notification Form**

☐ I want it sent to my address.

☐ I want it sent to my e-mail address.

☐ I want to receive it by hand.

(A special power of attorney issued by Public Notary shall be required in case of receiving by proxy.)

This application form was issued to answer your relevant application properly and within legal period by determining your relationship with our company, and by completely determining your personal data processed by our company, if any. 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 unlawful data sharing and especially to ensure the security of your personal data. If the information on your request that you submitted in the form is not correct or up-to-date or in case of an unauthorized application, our company does not accept responsibility for the requests arising from incorrect information or unauthorized application. If the transaction to be made requires additional fee due to your request, a fee may be charged, as stated in the COMMUNIQUE ON THE APPLICATION PROCEDURES AND PRINCIPLES. A transaction fee of 1 Turkish Lira may be charged for each page over ten pages. If the answer to your application has to be given in recording medium such as CD, flash disk, the fee equivalent to the cost of this recording medium can be charged to you.