

## KVKK APPLICATION FORM

### GENERAL EXPLANATIONS

In the Law on the Protection of Personal Data No. 6698 (“KVK Law”), personal data owners defined as the relevant person (“Hereinafter referred to as the “Applicant”) are granted the right to make certain requests regarding the processing of their personal data in Article 11 of the KVK Law.

Pursuant to the first paragraph of Article 13 of the KVK Law; applications to be made to Sisel Mühendislik Elektronik Sanayi ve Ticaret Anonim Şirketi (“Company”), which is the data controller, regarding these rights must be submitted to the Company in writing or by other methods determined by the Personal Data Protection Board (“Board”).

Within this framework, written applications to be made to the Company can be submitted by taking a printout of this form;

By the Applicant’s personal application,

Through a notary,  
to the Company.

Below, information is provided regarding written application channels on how written applications will be delivered to the Company.

#### Application Channels Table

Application Method	Address to be Applied	Information Required to be Included in the Application
<b>Personal Application (the applicant personally applying by coming with a document proving identity)</b>	<b>Şerifali Barbaros Mah. Cad. No:18/1 Ümraniye/İstanbul</b>	In the application; a) name, surname and signature if the application is written, b) Turkish Republic identity number for citizens of the Republic of Türkiye, nationality for foreigners, passport number or identity number if any, c) residential or business address for notification, ç) if any, e-mail address, telephone and fax number for notification, d) subject of the request must be included. Information and documents regarding the subject are attached to the application. “Information Request Within the Scope of the Law on the Protection of Personal Data” shall be written on the envelope. In written applications, the date on which the document is notified to the data controller or its representative is the application date. In applications made by other methods; the date on which the application reaches the data controller is the application date.
<b>Notification through a notary</b>	<b>Şerifali Barbaros Mah. Cad. No:18/1 Ümraniye/İstanbul</b>	In the application; a) name, surname and signature if the application is written, b) Turkish Republic identity number for citizens of the Republic of Türkiye, nationality for foreigners, passport number or identity number if any, c)

		residential or business address for notification, c) if any, e-mail address, telephone and fax number for notification, d) subject of the request must be included. Information and documents regarding the subject are attached to the application. "Information Request Within the Scope of the Law on the Protection of Personal Data" shall be written on the envelope. In written applications, the date on which the document is notified to the data controller or its representative is the application date. In applications made by other methods; the date on which the application reaches the data controller is the application date.
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#### **A. Applicant Contact Information**

Name and Surname:

T.R. Identity Number:

Address:

Mobile Phone:

E-mail Address:

#### **B. The Applicant's Relationship with Our Company**

(Customer, Business Partner, Job Applicant, Former Employee, Third-Party Company Employee, Shareholder/Partner, etc.)

Customer       Business Partner/Solution Partner/Consultant  
 Visitor       Other (Please specify: ..... ) Şirketimiz içerisinde  
 Department you have been in contact with within our Company: .....  
 Subject: .....

I am a Former Employee  
 Years Worked: .....       Job Application/CV Submission  
 Date Applied: .....  
 I am a Third-Party Company Employee (Please indicate the company you work for and your position.)  
 Other: .....

#### **Your Request Within the Scope of Article 11 of the KVKK**

(Please mark your request with an X in the "Your Selection" field.)

Request No.	Subject of Request	Your Selection (X)

1	I would like to learn whether your company processes personal data relating to me. (KVKK Art.11/1(a))	<input type="checkbox"/>
2	If your company processes personal data about me, I request information about these data processing activities. (KVKK Art.11/1(b))	<input type="checkbox"/>
3	I would like to learn the purpose of processing my personal data processed by your company and whether they are used in accordance with their purpose. (KVKK Art.11/1(c))	<input type="checkbox"/>
4	If my personal data are transferred to third parties domestically or abroad by your company, I would like to know these third parties. (KVKK Art.11/1(ç))	<input type="checkbox"/>
5	I believe that my personal data have been processed incompletely or incorrectly by your company and I request their correction. (Please specify the personal data you want to be corrected in the “your selection” field; send documents containing accurate and complementary information regarding the personal data as attachments.) (KVKK Art.11/1(d))	<input type="checkbox"/>
6	Although my personal data have been processed in accordance with the KVKK and other relevant laws, I believe that the reasons requiring their processing have ceased to exist; therefore, I request the deletion or destruction of my personal data. (KVKK Art.11/1(e))	<input type="checkbox"/>
7	I request that my personal data, which I believe have been processed incompletely or incorrectly (Request No. 5), also be corrected by the third parties to whom they were transferred by your company. (Please specify the personal data you want to be corrected in the “your selection” field; attach accurate and complementary documents.) (KVKK Art.11/1(f))	<input type="checkbox"/>
8	I request that my personal data, which I believe no longer require processing (Request No. 6), also be deleted or destroyed by the third parties to whom they were transferred. (KVKK Art.11/1(f))	<input type="checkbox"/>
9	I believe that my personal data processed by your company have been analyzed exclusively through automated systems and that a result has arisen against me as a result of this analysis; I would like to object to this result against me. (Please specify the analysis result you believe is against you in the “Your Selection” field and attach documents supporting your objection.) (KVKK Art.11/1(g))	<input type="checkbox"/>
10	I have suffered damage due to the unlawful processing of my personal data by your company; I request compensation for this damage. (Please specify the issue subject to the unlawfulness in the “Your Selection” field and attach supporting documents.) (KVKK Art.11/1(ğ))	<input type="checkbox"/>

**Your Selection / Detailing Field (If any, please write your request explanation):**

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### **Additional explanations:**

**Method of Notification of the Response (Please make a selection)**

- I want it to be sent to my address.
- I want it to be sent to my e-mail address. (If you choose the e-mail method, a faster response can be provided.)
- I want to receive it by hand. (In case of receipt by proxy, a notarized power of attorney or This application form has been prepared in order to determine your relationship with our Company, to fully identify your personal data, if any, processed by our Company, and to respond to your relevant application correctly and within the legal period.

Our Company reserves the right to request additional documents and information (copy of identity card or driver's license, etc.) for identity and authorization verification in order to prevent the unlawful sharing of your personal data with third parties and to ensure the security of your personal data.

I accept, declare and undertake that the information regarding the requests I have submitted within the scope of this application form is accurate and up to date, and that otherwise any legal and/or criminal liability that may arise shall belong to me.

**Applicant (Personal Data Subject)**

Name and Surname : \_\_\_\_\_

Application Date :

Signature : 