

‘MUNİBUMBAG-Serra Cullu’
PERSONAL DATA PROTECTION ACT NO. 6698
DATA OWNER APPLICATION FORM

1. GENERAL REMARKS

Article 11 of the Personal Data Protection Act No. 6698 (the Law) sets forth certain rights to the personal data owners (hereinafter referred as “data owner”), with respect to their processed personal data.

According to Article 13/1 of the Law, any application exercising such rights, shall be submitted to our Company, which is noted as the data supervisor, in written form or via other communication means determined by the Board of Person Data Protection (the Board).

Applications to be submitted to our Company in written form, should be include a print-out of this form and should be submitted via one of the methods shown below:

- Person application/submission by the applicant,
- Via Notary Public, or
- To the Company’s registered e-mail address, with an application signed via a secure electronic signature in accordance with the Electronic Signature Law No. 5070.

Please find a breakdown of the communication methods and how such applications should be submitted below.

Application Method	Written Application	Application via e-signature, mobile signature or from the e-mail registered in our system
APPLICATION ADDRESS	Maden Mah. Kuğu Cad. Pera 2 Konakları H/11 Blok No:21 Sarıyer/İstanbul	kisiselveriler@munibumbag.com
INFORMATION TO BE INCLUDED	Maden Mah. Kuğu Cad. Pera 2 Konakları H/11 Blok No:21 Sarıyer/İstanbul	The following statement should be noted as the e-mail subject “ Application for Information Request as per Personal Data Protection Act ”.

Açıklamalı [E1]: Bu isimde bir email adresi oluşturularak, bu maile gelen veri taleplerinin takibi gerekmektedir.

All applications submitted to our attention via the methods shown above shall be replied to within 30 days of receipt, depending on the method, as per Article 13/2 of the Law. Our replies shall be submitted to the applicant either in written form or via electronic means, as per Article 13 of the Law.

Information showing the identity of the applicant and contact information:

Name:	
Surname:	
ID/Passport Number:	
Phone Number:	
E-mail:	
Address:	

A. Please state your business relationship with our Company: (such as Client, Business Partner, Employee Candidate, Former Employee, Third Party representative, Shareholder, etc.)

<input type="checkbox"/> Client	<input type="checkbox"/> Business Partner
<input type="checkbox"/> Visitor	<input type="checkbox"/> Other:
The department you have been in contact with, within in our Company:	
Reason for Application:	

<input type="checkbox"/> Former Employee. Years employed:	<input type="checkbox"/> Submitted a job application / CV. Date:
<input type="checkbox"/> Other	<input type="checkbox"/> Third party representative/employee.

B. Please state in detail the reason for your application and request:

C. Please select the communication method with which you wish to receive the reply:

- I want it to be sent to my address
- I want it to be sent to my e-mail address
- I want to collect it in person

This application form is drafted in order to properly determine your relationship with our Company, and to ensure that we duly and correctly answer your inquiries by accurately identifying all your personal data that we process, if any. Our Company reserves the right to request additional documents and information (including documents proving identity such as passport photocopies etc.) in order to avoid any legal disputes and to ensure that the information is accurately identified. The Company explicitly states that it do not accept any responsibility and shall not be liable for any issues that may arise due to incomplete or inaccurate information presented by the data owner with this application form.

Data Owner Applicant's

Name, Surname :

Application Date :

Signature :