

INFORMATION TEXT FOR USING THE RIGHTS OF DATA OWNERS UNDER THE LAW OF PROTECTION OF
PERSONAL DATA NO 6698

Personal Data Owner, Personal Data Protection Law (GDPR) and Aytekin-Serol Mühendislik İnşaat Taahhüt A.Ş. You can send your request regarding your rights in the GDPR Lighting Text to us free of charge by filling out and signing the application form below, with the information and documents that will determine your identity, and with the following methods or other methods determined by the Personal Data Protection Board.

In order for us to fulfill your request, please fill out the application form below and fill it with wet signature;

If You Apply Personally or By Mail:

By writing "Information Request under the Law on Protection of Personal Data" on the envelope containing the necessary documents adress: Reşatbey Mah. 62031 Sok 11 / A 01120 Seyhan / ADANA

In case of application by e-mail:

In the Subject section of the e - mail containing the necessary documents, write "Information Request Within the Scope of Personal Data Protection Law" and send it to info@aytekin-serol.com.

Your applications sent to us will be answered within thirty days from the date of your request, according to the second paragraph of Article 13 of the GDPR, according to the nature of the request.

Our responses will be delivered to you in writing or electronically in accordance with the provision of Article 13 of the GDPR.

If the information and documents you provide are missing or incomprehensible, we will contact you to clarify your application.

APPLICATION FORM FOR USING THE RIGHTS OF DATA OWNERS UNDER THE LAW OF PROTECTION OF
PERSONAL DATA NO 6698

1. PERSONSL DATA OWNER IDENTIFICATION AND CONTACT INFORMATION

Name surname:

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ID Card number:

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Phone number:

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E-mail adress:

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Home / business adress:

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2. YOUR RELATIONSHIP WITH OUR COMPANY (Customer, business partner, employee
candidate, former employee, third part company employee, like a shareholder.)

The unit you are in contact with at our company:

Subject:.....

Customer partner

Visitor

Business

Former employee:

My worked years:

Job application / I shared my cv:

Date:

Third part company employee:

Company and position:

Other:

Explanation:

3. INFORMATION ON THE SELECTION OF THE RIGHT TO BE USED BY THE PERSONEL DATA SUBJECT (Please tick the box (s) next to the statement that suits your request.)

- I want to know if your company is processing personal data about me.
- If your company processes personal data about me, I request information about these data processing activities.
- If your company is processing personal data about me, I would like to know the purpose of processing them and whether they are used appropriately.
- If my personal data is transferred to third parties at home or abroad, I want to know those third parties.
- I think my personal data is missing or incorrectly processed and I want corrected it.
- Although my personal data has been processed in accordance with the law and other relevant legal provisions, I want my personal data to be deleted.
- I would like to have it corrected in the presence of third parties to whom my personal data that I think is incomplete and incorrectly processed.
- I want my personal data which I request to be deleted in the presence of third parties.
- I think that my personal data processed by your company is analyzed through automated systems, and as a result of this analysis, a result against myself and I object to this result.

4. EXPLANATION ABOUT THE REQUEST (Please specify your request under the GDPR and the personal data subject to your request in detail.)

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5. Additional (Please indicate if there is a document you want to base on your application.)

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6. PLEASE SELECT THE METHOD OF REPORTING YOUR RESPONSE TO THE APPLICATION

- Please could you send to my adress.
- Please could you send to my e-mail adress.
- Please could you keep for me, I want to receive it by hand.

7. TERMS OF APPLICATION

This application form has been issued to determine your relationship with our company and, if any, to determine your personal data processed by our company, in order to be able to respond to your application in a correct and legal time. Our company reserves the right to request additional documents and information (copy of identity card or driver's license, etc.) in order to eliminate the legal risks that may arise from unlawful and unfair data sharing and especially to ensure the security of your personal data.

8. DECLARATION BY THE APPLICANT

In case the information regarding my requests submitted under the form is not correct and up-to-date, or an unauthorized application is made, your company may be subject to such incorrect information or unauthorized application.

I agree that you do not accept liability for the requests. All responsibility arising from illegal, misleading or wrong applications belongs to me.

Personel Data Owner or (person applying on behalf of someone else*)

Name surname :

Application date :

Signature :

* If you are applying on behalf of someone else, please send the documents indicating that you are authorized to apply (such as the proof that the personal data owner is the parent / guardian, such as power of attorney) in the attachment of the application. In order for these documents to be considered valid, they must be issued or approved by the competent authorities.