

**WIREOTECH YAZILIM DONANIM DANIŞMANLIK TİC. LDT. ŞTİ.**

# APPLICATION FORM

**GENERAL EXPLANATIONS**

Personal data owners defined as the data subject in the Personal Data Protection Law No. 6698 (hereinafter referred to as the "Applicant") are entitled to make certain requests regarding the processing of their personal data in Article 11 of the KVK Law.

In accordance with the first paragraph of Article 13 of the KVK Law; Applications regarding these rights to our Company, which is the data controller, must be submitted to us in writing.

In this context, applications to be made to our Company in “written” form, by printing out this form;

● With the personal application of the Applicant,

● Via notary public,

may be forwarded to us.

Below, information regarding how written applications will be delivered to us, specific to the written application channels, is given.

|  |  |  |
| --- | --- | --- |
| **Application Method** | **Application**  **Address** | **Application Submission**  **Information to be Specified** |
| Personal Application (The applicant must come in person with a document certifying his identity.)  apply) | Pınarbaşı Mah. Hürriyet Cad. Akdeniz Üniversitesi Antalya Teknokent Ar-Ge 2 Uluğbey Binası No: 3A/B18 Konyaaltı/ANTALYA | "Information Request Under the Law on Protection of Personal Data" will be written on the envelope. |
| Notary public notice | Pınarbaşı Mah. Hürriyet Cad. Akdeniz Üniversitesi Antalya Teknokent Ar-Ge 2 Uluğbey Binası No: 3A/B18 Konyaaltı/ANTALYA | "Information Request Under the Law on Protection of Personal Data" in the notification envelope  will be written. |

In addition, after the other methods to be determined by the Board are announced, our Company will announce how the applications will be received through these methods.

Your applications submitted to us will be answered within thirty days from the date of receipt of your request, in accordance with the second paragraph of Article 13 of the KVK Law, depending on the nature of the request. Our answers will be delivered to you in writing or electronically in accordance with the provisions of Article 13 of the relevant KVK Law.

**A. Applicant contact details:**

|  |  |
| --- | --- |
| **Name:** |  |
| **SurName:** |  |
| **Identity (Passport,Driver Licence etc)Number:** |  |
| **Phone Number:** |  |
| **E-mail:** |  |
| **Adress:** |  |
|  |
|  |

**A. Please indicate your relationship with our Company.** (such as customer, business partner, employee candidate, ex-employee, third-party company employee, shareholder)

|  |  |
| --- | --- |
| * Customer * Visitor | * Business Partner * Other: …………………………………………………………….. |
| You are in contact with our company Department:………………….…………………………………………………………  Subject: ……………………………………..…………………………………….……………...………………………………………………… | |

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|  |  |
| --- | --- |
| * Former Employee * Years Worked:*………………………………………….* * Other: …………………………………………………….. | * ☐ I Shared a Job Application / Resume Date *: …………………………………………………………………..* * I am a Third Party Company Employee   *Please indicate the company and position information you work for ………………………………………………………………………………* |

**A. Please specify your request under the KVK Law in detail:**

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# Please choose the method by which we will be notified of our response to your application:

• I want it sent to my address.

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

• I want to receive it by hand.

*(In case of receipt by proxy, it must be a notarized power of attorney or a certificate of authorization.)*

This application form has been prepared in order to determine your relationship with our Company and to fully determine your personal data, if any, and to respond to your application in a correct and legal time. In order to eliminate the legal risks that may arise from illegal and unfair data sharing and to ensure the security of your personal data, 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 the event that the information regarding your requests you submit within the scope of the form is not correct and up-to-date, or an unauthorized application is made, our Company does not accept any liability for such false information or requests arising from unauthorized applications.

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Applicant (Personal Data Owner)

Name Surname :

Application Date :

Signature :

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