**CLARIFICATION TEXT**

**APPLICATION FORM ON PERSONAL DATA**

1. **Contact Data of the Concerned Person**

|  |  |
| --- | --- |
| **Name Surname** |  |
| **National ID Number/Nationality, passport number or ID number, if any, for the foreigners** |  |
| **E-mail Address** |  |
| **Domicile or business address for notifications** |  |
| **Telephone Number** |  |

**The Contact Data of the Representative (if any)**

|  |  |
| --- | --- |
| **Name Surname** |  |
| **National ID Number/Nationality, passport number or ID number, if any, for the foreigners** |  |
| **E-mail Address** |  |
| **Domicile or business address for notifications** |  |
| **Telephone Number** |  |
| **The Reason and Basis For Representation** |  |

1. **Requests Available to the Concerned Persons**

Please choose the subject matter of your application regarding your personal data from the options available as listed hereunder:

|  |  |  |
| --- | --- | --- |
|  | **Eligible Subjects for Request and Legal Basis** | **Your Choice** |
| **1** | I want to learn whether my personal data is processed within the company.  ***(Personal Data Protection Law Art. 11/1 (a))*** |  |
| **2** | If my personal data is being processed, then I request information on such data processing operation.  ***(Personal Data Protection Law Art. 11/1 (b))*** |  |
| **3** | If my personal data is being processed, I would like to learn about the intended purpose of such data processing operation and whether my data is used in line with the intended purpose of processing.  ***(Personal Data Protection Law Art. 11/1 (c))*** |  |
| **4** | I request information on whether my personal data is transferred to any third parties at home and/or abroad, and if transferred, on the third parties to whom my data is transferred to.  ***(Personal Data Protection Law Art. 11/1 (ç))*** |  |
| **5** | I request correction of my personal data that is either inaccurate or processed incorrectly by the Company / third parties to whom my personal data is transferred.  *(If requested, accurate and complementary information/documents must be submitted in order to correct your personal data that you consider to be inaccurate or incorrect.)*  ***(Personal Data Protection Law Art. 11/1 (d))*** |  |
| **6** | I think that the grounds that necessitate processing of my personal data have ceased and, accordingly, I hereby request my personal data to be;   |  |  | | --- | --- | | * + - Deleted |  | | * + - Destroyed |  | | * + - Anonymized |  |   *(please indicate your choice by putting an x mark.)*  ***(Personal Data Protection Law Art. 11/1 (e))*** |  |
| **7** | I want my personal data I consider to be inaccurate or processed incorrectly (Request No: 5) to be corrected by the third parties to which such data is transferred.  ***(Personal Data Protection Law Art. 11/1 (f))*** |  |
| **8** | I want my personal data I consider to be inaccurate or processed incorrectly (Request No: 5) to be;   |  |  | | --- | --- | | * + - Deleted |  | | * + - Destroyed |  | | * + - Anonymized |  |   by the third parties to which such data is transferred.  *(please indicate your choice by putting an x mark.)*  ***(Personal Data Protection Law Art. 11/1 (f))*** |  |
| **9** | I hereby object to the outcome against me through the analysis of my personal data exclusively through the automated means.  ***(Personal Data Protection Law Art. 11/1 (g))*** |  |
| **10** | I hereby request compensation for the damages I have suffered due to unlawful processing of my personal data.  ***(Personal Data Protection Law Art. 11/1 (h))*** |  |

1. **Explanation of the relationship with the Company (If your data has been received within the scope of the employee-employer relationship or any other relationship, please provide us with the details in order to help us to response your application)**

**Please explain your request in detail within the scope of the KVK Law:**