

KOLCUOĞLU DEMİRKAN KOÇAKLI

HUKUK BÜROSU • ATTORNEYS AT LAW

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Kolcuoğlu Demirkan Koçaklı Attorneys at Law Data Subject Application Form

Personal Data Protection Law no. 6698 (the "Law"), entitles data subjects to apply to the data controller with certain demands regarding processing of personal data.

In accordance with the Article 13 of the Law, Kolcuoğlu Demirkan Koçaklı Attorneys at Law ("KDK") receives the data subjects' applications pertaining to these rights through herein Data Subject Application Form (the "Form"); and evaluates and informs the data subjects based on this Form.

1. Data Subject's Request Topic

Please mark the respective box under the "Your Choice" column to state the topic of your request regarding your personal data.

Request Topic	Your Choices
I want to know whether my personal data is being processed within the body of the KDK.	
If my personal data is being processed, I request information on such data processing operation.	
If my personal data is being processed, I want to know the purpose of this data processing operation and whether my personal data is used in line with such purpose.	
I request information regarding whether my personal data is being transferred to the third parties inland and/or abroad and if yes, information on said third parties.	
I request my personal data, which is processed incompletely and incorrectly by the KDK/ the third parties to which my personal data is transferred, to be corrected. <i>(Upon request, correct and subsidiary information must be delivered for correction of your personal data which you think incomplete or incorrect.)</i>	
I think, my personal data is no longer needed for the purposes for which it was originally collected and within this scope, I request my personal data to be <u>Deleted</u> or <u>Anonymized</u> .	

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<i>(Only one of the deletion and anonymization options must be marked.)</i>	
I request my personal data, which is processed incompletely and incorrectly, to be corrected by the third parties to which my personal data is transferred as well.	
I request my personal data, which is processed incompletely and incorrectly, to be <u>Deleted</u> or <u>Anonymized</u> by the third parties to which my personal data is transferred as well. <i>(Only one of the deletion and anonymization options must be marked.)</i>	
I object to the unfavorable result arising from the analysis of my personal data exclusively through automatic systems.	
I request, the loss that I suffered due to illegal processing of my personal data, to be compensated.	

Please explain your choices:

2. Application Channels

After you fill out this Data Subject Application Form, you may (i) deliver a signed copy of it to the address Sağlam Fikir Sokak Kelebek Çıkması No. 5, 34394, Esentepe, Istanbul in person, by hand or (ii) send it to the e-mail address (info@kolcuoglu.av.tr) of the KDK signed by secure electronic signature or mobile signature or by using an e-mail address previously reported to the data controller and is registered in the data controller's system or (iii) deliver it through a software or application developed for the purpose of application.

Your application will be resolved free of charge, as soon as possible in compliance with your request and in any case within maximum thirty days; Nevertheless, in case of the respective operation requires extra cost, you will be requested to pay the relevant cost based on the price list, which will be determined by Personal Data Protection Authority.

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3. Data Subject's Right to Submit a Complaint to the Authority

If your application is refused, the response is inadequate, or your application is not responded in time, as the data subject, within 30 (thirty) days following the date which you come to know the response of the KDK and in any case within 60 (sixty) days following your application date, you may submit a complaint to the Authority, in compliance with Article 14 of the Law.

The Authority will not accept the complaints submitted before the exhaustion of application procedure to the KDK.

4. Data Subject's Contact Information

Name and Surname:	
Turkish ID Number: or Passport Number: (for foreign data subjects)	
Nationality: (for foreign data subjects)	
Residential or Business Address:	
Phone Number:	
E-mail Address:	
Application Date:	
Signature: (Please sign here in case of hard copy deliveries)	