**BAYKAN DENİM KONFEKSİYON ANONİM ŞİRKETİ DATA OWNER APPLICATION FORM**

You may apply to olarak Baykan Denim Konfeksiyon A.Ş. (“the Company” or “Baykan Denim”) as the personal data holder in accordance with Article 11 of the Law No. 6698 and make the following requests:

1. Find out if your personal data is being processed,
2. Request information if your personal data has been processed
3. Learning the purpose of processing your personal data and whether they are used properly,
4. To learn whether third parties in Turkey or abroad have accessed your personal data,
5. Request correction of your personal data in case of incomplete or incorrect processing and to inform the third parties to whom the personal data has been transferred,
6. Although it is processed in accordance with the provisions of Law No. 6698 and other related laws, in case of reasons that require processed data to be eliminated, you may request deletion, destruction or anonymization of your personal data and request notification to be made to third parties whom the personal data is transferred,
7. Object to the occurrence of a disadvantageous situation by analysis of your processed data exclusively through automated systems,
8. Request compensation if you suffer damage due to unlawful processing of your personal data.

Based on the Article 13 of the Law no. 6698, our company will finalize your application as soon as possible according to the nature of the request and within thirty (30) days of your submission.

In accordance with Article 13 of the Law no. 6698 and Article 5 of the Communiqué on the Procedures and Principles of Application to the Data Officer; You may forward this information to our Company in writing or by using your e-mail address, secure electronic signature, mobile signature or your e-mail address that you have previously declared and registered in our system.

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| **Application Method** | **Address of Application** | **Information To Be Specified In Submission of Application** |
| **Written Application** (The applicant must personally submit his / her identity document with a certificate or notary) | Osmaniye Mah. Osmaniye E5 Yan Yol Sok. N.1/2 Bakırköy/ İstanbul | The statement ‘’Information Request within The Personal Data Protection Law’’ will be written on envelope  |
| **Application by e-mail** | kvkk@baykandenim.com | The statement ‘’Information Request About Personal Data Protection Law’’ will be the topic of mail |

Please fill in the following fields so that we can contact you and verify your identity.

1. **Applicant's personal info and relation with our Company:**

|  |  |  |
| --- | --- | --- |
| **Name** | **:** |  |
| **Last Name** | **:** |  |
| **T.R. Identity Number** | **:** |  |
| **Phone Number** | **:** |  |
| **E-mail** | **:** |  |
| **Address** | **:** |  |
| **Your relationship with our company** | **:** | * Visitor
* Employee
* Business Partner
* Employee Candidate
* Former Employee
* Others …………..
 |

1. **Subject of the Request**

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| --- |
| **We kindly request that you clearly state your request regarding your personal data below. Information and documents related to your request must be attached to your application. You will receive support faster if you can specify the departments you have contacted in our Company when filing your request.** |
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In accordance with the mentioned requests, I kindly request you to inform me by considering my application in scope of Article 13 of Law No. 6698.

I declare and undertake that the information and documents I provide with this application are correct and up to date and that your Company may request additional information to finalize my application and that I may be required to pay the fee for costs set by the Personal Data Protection Board.

* I want your reply sent to my address above.
* I want your reply sent to my e-mail address I have given above.
* I want to receive the answer by hand personally.

This application form has been prepared in order to determine your relationship with our Company and to determine the personal data processed by our Company, if any, to be able to respond to your application in a timely manner. Our company reserves the right to request additional documents and information (copy of identity card or driver's license etc.) for identification and authorization, and eliminating legal risks that may arise from unlawful and unfair data sharing, and in particular ensuring the security of your personal data. Our company does not accept any liability for submission of wrong, inaccurate or outdated information or unauthorized applications.

**Related Applicant (Data Owner)**

Name and Surname:

Application Date:

Signature: