

LINGODEMIA PERSONAL DATA APPLICATION FORM

GENERAL EXPLANATIONS

In the Turkish Personal Data Protection Law on the Protection of Personal Data numbered 6698 ("Turkish Personal Data Protection Law"), individuals defined as data subjects ("Hereinafter referred to as the "Applicant") have been granted the right to make certain requests regarding the processing of their personal data in Article 11 of the Personal Data Protection Law.

In accordance with the first paragraph of Article 13 of the Personal Data Protection Law; The Applicant, as the data controller, must submit applications regarding these rights to our Company in writing or by other methods determined by the Personal Data Protection Board ("Board").

In this context, applications to our Company in "written" form will be made by obtaining the output of this form;

- Başvuru Sahibi'nin şahsen başvurusu ile,
- Noter vasıtasıyla,
- Personally by the Applicant,
- Through a notary,
- By being signed with a "secure electronic signature" defined in the Law on Electronic Signature numbered 5070 and sent to our Company's registered email address via email, the application can be submitted.

Information to be included in the Application Form

Application Method	Address of Application	Information to be Specified in the Application Submission
In-Person Application (Applicant personally applying with a document encouraging identification)	adres	"Information Request within the Scope of the Personal Data Protection Law" will be written on the envelope.
Registered Mail	adres	"Information Request within the Scope of the Personal Data Protection

		Law" will be written on the envelope.
Notification through a notary	adres	"Information Request within the Scope of the Personal Data Protection Law" will be written on the notification envelope.
By being signed with a "secure electronic signature" Via Registered Electronic Mail (KEP)	..@hs02.kep.tr	"Inquiry Regarding the Personal Data Protection Law" will be written in the subject of the email.

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

Your applications submitted to us will be responded to within thirty days from the date your request reaches us, according to the second paragraph of Article 13 of the Personal Data Protection Law, depending on the nature of the request. Our responses will be sent to you in writing or electronically in accordance with the provisions of Article 13 of the relevant Personal Data Protection Law.

(Your application will be concluded free of charge; however, in case the process requires an additional cost, a fee specified by the Board may be charged.)

A. Contact information of the Applicant:

Name:	
Surname:	
TC ID Number:	
Phone Number:	
E-mail:	
Address:	

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*The above information is collected in accordance with the Regulation on Application Procedures and Principles to the Data Controller.

B. Relationship of the Applicant with our company:

<input type="checkbox"/> Customer <input type="checkbox"/> Visitor <input type="checkbox"/> Former Employee <input type="checkbox"/> Job Application <input type="checkbox"/> Third-Party Company Employee	<input type="checkbox"/> Other:
Department you are in contact with within our company:	
Years worked (for former employees):	
Company and position worked (for third-party company employees):	
Subject:	

1. Please specify your request within the scope of the Personal Data Protection Law:

Request Number	Request Subject	Legal Basis	Your Choice

1	I want to know if your company processes personal data about me	Personal Data Protection Law Article 11/1 (a)	
2	If your company processes Personal Data about me, I request information about these data processing activities.	Personal Data Protection Law Article 11/1 (b)	
3	If your company processes Personal Data about me, I want to know the purpose of processing and whether it is used in accordance with this purpose.	Personal Data Protection Law Article 11/1 (c)	
4	If my Personal Data is transferred to third parties domestically or abroad, I want to know who these third parties are.	Personal Data Protection Law Article 11/1 (ç)	
5	I believe my Personal Data is incomplete or incorrect and I want them to be corrected.	Personal Data Protection Law Article 11/1 (d)	
6	Although my Personal Data has been processed in accordance with the law and other relevant legal provisions, I believe that the reasons requiring processing have ceased to exist, and in this context, I request the deletion or destruction of my personal data.	Personal Data Protection Law Article 11/1 (e)	

7	I want the correction of my Personal Data, which I think is incomplete or incorrect, also to be corrected by third parties to whom my Personal Data is transferred.	Personal Data Protection Law Article 11/1 (f)	
8	Although my Personal Data has been processed in accordance with the law and other relevant legal provisions, I believe that the reasons requiring processing have ceased to exist, and in this context, I request the notification of the deletion or destruction of my personal data to third parties.	Personal Data Protection Law Article 11/1 (f)	
9	I believe that my Personal Data processed by your company has been exclusively analyzed through Automatic Systems and that, as a result of this analysis, an adverse result has occurred against me. I object to this result.	Personal Data Protection Law Article 11/1 (g)	
10	I have suffered damage due to the unlawful processing of my Personal Data. I request compensation for this damage.	Personal Data Protection Law Article 11/1 (h)	
11	Other Specify:		

Please choose the method of notifying our response to your application:

I want it to be sent to my address.	<input type="checkbox"/>
I want it to be sent to my email address.	<input type="checkbox"/>
I want to receive it in person.	<input type="checkbox"/>

Note: (If you choose the email method, we will be able to respond to you more quickly.)

(In the case of receiving it by proxy, a notarized power of attorney or authorization document is required.)

This application form has been prepared to determine your relationship with our Company, if any, to identify your personal data processed by our Company accurately, and to respond to your relevant application correctly and within the legal period. In order to eliminate legal risks that may arise from data sharing in violation of law and unfairly and especially to ensure the security of your personal data, our Company reserves the right to request additional documents and information (such as a copy of identity card or driver's license, etc.) for identity and authority verification. Our Company does not accept responsibility for requests arising from incorrect information or unauthorized applications regarding the information transmitted within the scope of the form.

In accordance with the requests stated above, I request that my application to your Company be evaluated in accordance with Article 13 of the Law, and I kindly ask for information to be provided to me.

I declare and undertake that the information and documents I have provided in this application are accurate and up-to-date, and belong to me.

I allow your Company to process the information and documents provided in this application form by me, limited to the purposes of evaluating the application I made in accordance with Article 13 of Law No. 6698 on the Protection of Personal Data, answering it, delivering it to me, and determining my identity and address.

Applicant (Personal Data Owner) Name Surname :

Application Date :

Signature: