

DECART İNŞAAT ve YAPI MALZEMELERİ SANAYİ ve TİCARET LİMİTED ŞİRKETİ

PERSONAL DATA APPLICATION FORM

GENERAL INFORMATION

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

Pursuant to the first paragraph of Article 13 of the KVK Law; The applications to be made to our Company, which is the applicant, the data controller, regarding these rights must be submitted to us in writing or by other methods determined by the Personal Data Protection Board ("Board").

Within this framework, the applications to be made to our Company in "written" form, by printing this form;

- With the personal application of the applicant,
- Through a notary public,
- It can be signed by the Applicant with the "secure electronic signature" defined in the Electronic Signature Law No. 5070 and sent to the registered e-mail address of the Company.

A. The information that should be included in the Application Form

Application Method	Application Address Information To Be Specified In Application Submission	Information to be Specified in Application Submission
In-person Application (Applicant must come in person and apply with an incentive document)	Koşuyolu Mah. Salih Omurtak Sok. No:29 34718 Koşuyolu, Kadıköy – İstanbul / TÜRKİYE	On the envelope "Protection of Personal Data Information Request within the Scope of the Law "will be written.
Registered Mail	Koşuyolu Mah. Salih Omurtak Sok. No:29 34718 Koşuyolu, Kadıköy – İstanbul / TÜRKİYE	On the envelope "Protection of Personal Data Information Request within the Scope of the Law "will be written.

Notification through a notary	Koşuyolu Mah. Salih Omurtak Sok. No:29 34718 Koşuyolu, Kadıköy – İstanbul / TÜRKİYE	On the envelope "Protection of Personal Data Information Request within the Scope of the Law "will be written.
Via Registered Electronic Mail (KEP)	decart@hs01.kep.tr	"Personal Data Protection Law Information Request" will be written in the subject part of the e-mail.
Application with Electronic Mail Address in Our System	info@decart.com.tr	"Personal Data Protection Law Information Request" will be written in the subject part of the e-mail.

In addition, after the announcement of other methods to be determined by the Board, 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 your request reaches us in accordance with the 2nd paragraph of Article 13 of the KVK Law. Our responses will be delivered to you in written or electronic media in accordance with the provision of Article 13 of the relevant KVK Law.

(Your application will be concluded free of charge, but if the transaction requires additional costs, the fee in the tariff determined by the Board may be charged.)

B. Applicant contact information:

Name:	
Last Name:	
TR Identification Number: Passport Number:	
Phone Number :	
e-mail :	
Address:	

C. Relationship of the applicant with our company: (such as customer, business partner, employee candidate, former employee, third party company employee, shareholder)

<input type="checkbox"/> Customer <input type="checkbox"/> Guest	<input type="checkbox"/> Partner <input type="checkbox"/> Other:
The Unit you communicate with in our company:..... Subject:	

<input type="checkbox"/> Former Employee Working Period : <input type="checkbox"/> Other:	<input type="checkbox"/> I Shared Job Application / Resume Date : <input type="checkbox"/> I am a Third Party Company Employee <input type="checkbox"/> Please specify your company and position information.....
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D. Please indicate your request under the PPD (Personal Data Protection Law) in detail:

Request #	Demand	Legal Basis	Your Choise
1	I want to know if your company is processing personal data about me.	Your Personal Data Protection Law, Article 11/1 (a)	
2	If your Company is processing Personal Data about me, I request information about these data processing activities.	Your Personal Data Protection Law, Article 11/1 (b)	
3	If your company is processing Personal Data about me, I would like to know the purpose of processing them and whether they are used for this purpose.	Your Personal Data Protection Law, Article 11/1 (c)	
4	If my Personal Data is transferred to third parties at home or abroad, I want to know these third parties.	Your Personal Data Protection Law, Article 11/1 (ç)	
5	I think my Personal Data is incomplete or incorrectly processed and I want them to be corrected.	Your Personal Data Protection Law, Article 11/1 (d)	
6	My Personal Data is processed in accordance with the provisions of the law and other relevant laws.	Your Personal Data Protection Law, Article 11/1 (e)	

7	Although, I think that the reasons for processing have disappeared and I request my personal data to be deleted or destroyed within this framework.	Your Personal Data Protection Law, Article 11/1 (f)	
8	I want my Personal Data, which I think is incomplete or incorrectly processed, to be corrected by third parties to whom it is transferred.	Your Personal Data Protection Law, Article 11/1 (f)	
9	My Personal Data is processed in accordance with the provisions of the law and other relevant laws.	Your Personal Data Protection Law, Article 11/1 (g)	
10	Although, I think that the reasons for the processing have disappeared and within this framework, I request that my personal data be deleted or destroyed by third parties.	Your Personal Data Protection Law, Article 11/1 (h)	
11	Other, Specify:		

E. Please choose the method by which you will be notified of our response to your application:

☐ I want it to be sent to my address.

☐ I want it to be sent to my e-mail address.

(If you choose the e-mail method, we will be able to respond to you faster.)

☐ I want to receive it by hand.

(In case of receipt by proxy, it must have 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, to determine your personal data processed by our Company, if any, and to respond to your application in a correct and legal time. Our Company reserves the right to request additional documents and information (identity card or driver's license copy, etc.) for identification and authorization determination in order to eliminate legal risks that may arise from unlawful and unfair data sharing and especially to ensure the security of your personal data. In the event that the information regarding your requests submitted within the scope of the form is not accurate and up-to-date or an unauthorized application is made, our Company does not accept any liability for requests arising from such false information or unauthorized application.

In line with the requests I have stated above, I request that my application to your company be evaluated in accordance with Article 13 of the Law and to be informed.

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

I permit the information and documents I have provided in this application form to be processed by your Company for the purposes of evaluating, answering my application, delivering my application to me, determining my identity and address, pursuant to Article 13 of the Personal Data Protection Law No.6698.

Applicant (Personal Data Owner) Name Surname:

Signature:

Application date :