

APPLICATION FORM FOR DATA OWNER

In Article 11 of Law No.6698 on Protection of Personal Data (“**Law**”) some rights were granted to personal data owners (“**Data Owner**” or “**Relevant Person**”). Pursuant to paragraph 1 of Article 13 of the PPD Law and the Communiqué Regarding the Application Procedures and Principles for Data Collector, personal data owners can submit their requests related to their rights above, to CFN Kimya Sanayi ve Dış Ticaret Anonim Şirketi (“**Company**”) personally, through a notary or certified mail to Demirciler OSB Mah. Murat Yıldırım Cad. No: 3/3 Dilovası / Kocaeli or filling the form and electronically by signing the form with a secure electronic signature, mobile signature or registered mail address and forwarding the form to the address humanrecources@cfnkimya.com

If the personal data owner forwards their request to our Company, will finalize the said request within thirty days at most, depending on the nature of the request. If the action the data owner requests necessitate an extra fee, the data owner may need to pay the fee defined in the tariff determined by the Board. If the information or documents you provide are missing or incomprehensible, our Company will contact you to clarify your application.

1. INFORMATION ABOUT DATA OWNER

Name and Surname:	
Nationality for Foreigners:	
Turkish Republic Identity Number for Turkish Citizens or Passport or Identity Number for Foreigners:	
Phone Number:	
Address:	
E-mail:	
Your Relationship with Our Company	<i>(Customer, business partner, candidate for recruitment, former employee, third party's employee, shareholder, etc.)</i>
The Unit You Communicate within Our Company	

2. REQUESTS OF DATA OWNER

(please tick the relevant box on the list below for the case(s) you would like to have information)

	I would like to be informed about whether my personal data is being processed by your Company.
	I would like to learn the purpose of the processing of my personal data by your Company.
	I would like to be informed whether my personal data is being used by your Company in compliance with its purpose
	I would like to be informed of any unrelated persons residing within the country or abroad to whom the data is transferred.
	<p>I think my personal data is being processed incompletely and/or inaccurately and I request rectification.</p> <p><i>Please specify the data which is processed incompletely and/or inaccurately and explain how it should be.....</i></p>
	I request the deletion and/or destruction of my personal data since the reasons for processing have been disappeared.
	I request the deletion and/or destruction of my personal data before any unrelated persons to whom it is transferred since the reasons for processing have been disappeared.
	I believe my personal data which is processed by your Company is being analyzed exclusively through an automated system and I object to the conclusion that occurred against me as a result of such analyzing.
	I request compensation for the damages I suffer as a result of unlawful processing of my personal data.

3. EXPLANATION ABOUT THE REQUEST

(please specify your request under the Law and the personal data subject to the request in detail)

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4. ATTACHMENTS

Please indicate if there is a document you want to base your application on.....
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5. PLEASE SELECT THE NOTIFICATION METHOD TO RECEIVE OUR REPLY TO YOUR APPLICATION:

- ☐ I would like the reply to be sent to my address.
- ☐ I would like the reply to be sent to my e-mail address.
- ☐ I would like to receive in person.

6. DECLARATION OF THE DATA OWNER

This application form is issued in order to provide a reply to your relevant application in an accurate manner within the given legal period following the determination of your relationship with our Company and identification of all your personal data processed by our Company if any. Our Company reserves the right to request for additional documents and/or information (a copy of personal ID or driver's license, etc.) for identification and authorization with an aim to prevent any kinds of legal risks that may arise out of illegal and unfair data sharing and ensure the security of your data in particular. In case any information on the requests submitted in this form is not accurate and/or up-to-date or in case of any unauthorized application, our Company shall not be held liable for any requests arising out of such inaccurate information or unauthorized application thereof.

Data Owner¹

Name and Surname :

Date :

Signature :

¹ If an application is made on behalf of someone else, you must send the documents (document indicating be parents/guardian of personal data owner, power of attorney etc.) showing that you are authorized to apply in the attachment of the application. In order for these documents to be accepted as valid, they are required to be issued or approved by the competent authorities. In the event of missing documents, the application cannot be accepted as valid and cannot be processed.