

SİMSOFT TEKNOLOJİ ANONİM ŞİRKETİ

DATA SUBJECT APPLICATION FORM

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1. General Information

You may submit your requests under Article 11 of the Personal Data Protection Law No. 6698 to SİMSOFT TEKNOLOJİ ANONİM ŞİRKETİ (the "Company") by means of this form. Your application will be concluded free of charge as soon as possible, depending on the nature of the request, and within thirty days at the latest. Where the process entails an additional cost, the fee set out in the tariff determined by the Personal Data Protection Board may be charged.

Verification of your identity is mandatory for your application to be assessed. Applications in which the applicant's identity cannot be verified cannot be concluded.

2. Methods of Application

Method	Address and Explanation
Written application	Delivery of the wet-signed copy of the form, together with a document evidencing your identity, in person or through a notary public to the address Üniversiteler Mah. İhsan Doğramacı Blv. ODTÜ Teknokent SATGEB Bölge Ortak Bina 1. Kat AR-GE Ofisi 06800 ODTÜ Çankaya/Ankara/TÜRKİYE
Registered Electronic Mail (KEP)	Sending to simsoft@hs02.kep.tr via your Registered Electronic Mail (KEP) address
Secure electronic signature / mobile signature	Sending to kvkk@simsoft.com.tr, signed with a secure electronic signature or mobile signature
E-mail address registered in our system	Sending to kvkk@simsoft.com.tr from the e-mail address you have previously notified to our Company and which is registered in our system

Where another method is determined by the Personal Data Protection Board, that method shall also be accepted. The date on which the application reaches our Company marks the start of the response period.

3. Information on the Applicant

Name and Surname	
Turkish ID number (for foreign nationals: nationality, passport or identity number)	
Place of residence or business address for notification purposes	
Telephone number	
E-mail address	
Fax number (if any)	

4. Your Relationship with Our Company

Type of relationship	☐ Employee ☐ Former employee ☐ Job applicant / intern ☐ Customer or customer representative ☐ Supplier / business partner ☐ Visitor ☐ Website visitor ☐ Other
Period of the relationship	
Department you have been in contact with (if any)	

5. Your Request

Subject of Request	Select
I wish to learn whether my personal data are processed.	☐
If my personal data have been processed, I request information in this regard.	☐
I wish to learn the purpose of processing of my personal data and whether they are used in accordance with that purpose.	☐
I wish to know the third parties to whom my personal data are transferred domestically or abroad.	☐
My personal data have been processed incompletely or inaccurately, and I request their rectification.	☐
I request the erasure or destruction of my personal data.	☐
I request that the rectification, erasure or destruction operations be notified to third parties to whom my data have been transferred.	☐
I object to a result arising to my detriment through the analysis of my personal data exclusively by means of automated systems.	☐
I request compensation for the damage I have suffered due to the unlawful processing of my personal data.	☐

Explanation regarding your request and any documents you wish to attach:

For requests concerning CCTV recordings, specifying the facility where the recording was made, the date and the approximate time range will facilitate the conclusion of the application.

6. Method by Which You Wish to Receive the Response

- ☐ I wish it to be sent to my address in writing. ☐ I wish it to be sent to my e-mail address.
- ☐ I wish it to be sent to my Registered Electronic Mail (KEP) address. ☐ I wish to receive it by hand.

7. Declaration

I hereby declare that the information I have provided in this application form is accurate and up to date; that I consent to the processing of this information by your Company for the purpose of assessing my application and to identity verification being carried out so that my request can be assessed; and that I request the response to my request to be communicated to me by the method I have selected above.

For applications made by proxy, a notarised power of attorney must be attached to the form.

Applicant's Name and Surname	Date	Signature