

LPPD Application and Information Request Form

General Descriptions

In the Law on Protection of Personal Data No.6698 ("Law" or "LPPD"), the personal data subjects who are defined as the relevant person (Hereinafter referred to as the "Applicant".), have been granted the right to make requests related to the processing of their personal data as per Article 11 of the Law.

As per Article 13 / I of the Law, applications regarding these rights are supposed to be submitted to our company, which is the data controller, in writing, or by other methods determined by the Personal Data Protection Board (" Board ").

It is important that the personal data that we keep about you, are accurate and up to date. Therefore, please notify us when there is amendment in your personal data. As per the Law and related legislation, about yourself;

- you may learn whether personal data is processed,
- you may request the details related to the information that we collect,
- you may learn for what purpose this information is collected and how it is used, and the third parties to whom personal data are transferred within the country or abroad; or
- you may request them to be corrected, updated in case of incomplete or incorrect processing, or to be deleted in the way that include the notifications to third parties to whom the transfer has been made if the reasons for their processing have disappeared.

Within this framework, the applications to be made to our Company in "written" form can be forwarded to us; By printing out and writing "Personal Data Protection Law Information Request" on the envelope or on the subject,;

- by the application of the Applicant in person,
- By notary public or registered mail,
- By sending it to the registered electronic mail (KEP) address of our company.

Contact:

Head Office:

Trakya Döküm San. Ve Tic. A.S.

Buyukdere Cad. Soyak Binası No: 38 Mecidiyekoy 34387 Istanbul

Telephone: +90 212 315 52 40

info@trakyadokum.com.tr

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

III. DECLARATION OF THE APPLICANT

I kindly request that the application that I have made to your company be evaluated and I be informed in line with the requests that I have stated above.

I hereby declare and undertake that the documents and information that I have provided to you in this application are correct, up-to-date and belonging to me. I allow the information and documents to be processed by **Trakya Döküm San. Ve Tic. A.S.** that I have provided in the application form, limited to the purposes of evaluating and responding to my application, delivering my application to me, and determining my identity and address.

I request that the response be sent to the address where I have specified in the Application Form.

I request that the response be sent to my e-mail address that I have specified in the Application Form. *(We will be able to respond to you faster if you choose the e-mail method..)*

I want to receive by hand. *(In case of receipt by proxy, a notarized power of attorney or a notarized authorization certificate is required. Information is never given to the relatives of the person ever, such as his/her spouse or father.)*

Name and Surname of the Applicant (Personal Data Subject):

Date of Application:

Signature:

IMPORTANT NOTE: Applications must be personal. No application be able to be made on behalf of spouse, relative, child etc. **Trakya Döküm San ve Tic. A.S.** may request the relevant verification information from the person if it suspects the identity of the applicant. Our company does not accept any liability for requests arising from such false information or unauthorized application in the event that the information regarding your request which you have submitted in the form, is not correct and up-to-date or an unauthorized application is made.