

# NGN BİLGİ ve İLETİŞİM HİZMETLERİ TİCARET ANONİM ŞİRKETİ

## APPLICATION FORM

### GENERAL DESCRIPTIONS

The Law no 6698 on Protection of Personal Data (“LPPD Law”) provides the personal data owners described as relevant person in the law (Hereinafter referred to as “Applicant”) with the rights to make certain requests regarding the processing of their personal data in accordance with the Article 11 of the LPPD Law.

In accordance with the first paragraph of the Article 13 of the Law on Protection of Personal Data, all applications to be made to our Company as data supervisor in relation with these rights must be submitted to us in writing or by using the other methods designated by the Board of Protection of Personal Data (“Board”).

Accordingly, the applications to be made to our Company “in writing” can be submitted to us by using the following methods and by printing out this form:

- Personal application by the Applicant,
- Through Notary Public,
- Applicant sends an e-mail to the registered electronic mail address of the Company after signing it with “secure electronic signature” as described in the Electronic Signature Law no 5070.

You can find below summarized information about the written application channels that can be used to send the written applications to us.

<b>Application Method</b>	<b>Application Address</b>	<b>Information to be provided when sending the application</b>
Personal Application (Applicant personally comes and makes an application by submitting an identification document)	NGN Bilgi ve İletişim Hizmetleri Ticaret Anonim Şirketi Büyükdere Cad. No:127 Astoria Kuleleri A Kule Kat 1 34394 Esentepe Şişli ISTANBUL – Turkey	“Information Request under the Law on Protection of Personal Data” will be written on the envelope.
Notice through Notary Public	NGN Bilgi ve İletişim Hizmetleri Ticaret Anonim Şirketi Büyükdere Cad. No:127 Astoria Kuleleri A Kule Kat 1 34394 Esentepe Şişli ISTANBUL - Turkey	“Information Request under the Law on Protection of Personal Data” will be written on the notification envelope.
By Registered Electronic Mail (REM) after being signed by “Secure electronic signature”	info@ngn.com.tr	“Information Request under the Law on Protection of Personal Data” will be written in the subject field of the e-mail.

Also, after the Board announces the other methods, our Company will release a statement about the ways of receiving applications by using such methods.

Your applications received by us will be responded within thirty days upon receipt by us of your request in line with the type of your request pursuant to the 2<sup>nd</sup> paragraph of the Article 13 of the Law on

Protection of Personal Data. Our responses will be sent to you in writing or electronically in accordance with the provisions of the Article 13 of the Law on Protection of Personal Data.

**A. Contact Details of Applicant:**

<b>First Name:</b>	
<b>Last Name:</b>	
<b>Turkish ID Number:</b>	
<b>Telephone Number:</b>	
<b>E-mail:</b> <i>(If you indicate your e-mail address, we can send you quicker response)</i>	
<b>Address:</b>	

**B. Please specify your relationship with our Company.** (Such as Client, business partner, employee candidate, former employee, third party company’s employee, shareholder etc.)

<input type="checkbox"/> Client	<input type="checkbox"/> Business partner
<input type="checkbox"/> Visitor	<input type="checkbox"/> Other: .....
Your contact department within our Company: .....	
Subject: .....	

<input type="checkbox"/> I am a former employee	<input type="checkbox"/> I made a Job Application/shared my CV
Years I worked: .....	Date: .....
<input type="checkbox"/> Other.....	<input type="checkbox"/> I am an employee of a Third Party Company Please specify your company and position. .....

**C. Please specify your request in details under the Law on Protection of Personal Data:**

