



LİMAK HAVACILIK İLETİŞİM EĞİTİM VE TİCARET A.Ş.
DATA SUBJECT APPLICATION FORM

OVERWIEV:

Personal data owners or their legal representatives (“**Applicant**” or “**Data Subject**”) defined as the data subject within the scope of the Personal Data Protection Law No. 6698 (“**PDPL**” or “**Law**”), are granted right to make claims regarding processing of personal data as per article 11 of the PDPL.

Pursuant to the first paragraph of Article 13 of the PDPL; applications regarding these rights must be submitted in writing or by other methods determined by the Personal Data Protection Board (“**Board**”) to us **Limak Havacılık İletişim Eğitim ve Ticaret A.Ş.** (“**Limak Aviation**”) as the data controller. Depending on the nature, your request will be answered **as soon as possible or within thirty days at the latest from the date it is received by Limak Aviation.** However, in case the process requires a separate cost, a fee may be charged pursuant article 7 of the Communiqué.

APPLICATION METHOD

- **Application by Mail or in Person:** Application can be made in person or via postal services to Hafta Sokak No:9 Gaziosmanpaşa Çankaya/Ankara with the application form filled and signed by the Applicant and the documents proving identity.
- **Application Via Registered Electronic Mail (REM):** Application can be made by sending the application form to limakhavacilik@hs06.kep.tr signed by the Applicant via the “secure electronic signature” as defined in the Electronic Signature Law No. 5070.
- **Application Via Electronic Mail Using Mobile Signature or Secure Electronic Signature:** Application can be made by e-mailing, a petition signed by the Applicant with a mobile signature or secure electronic signature or by filling the “Application Form”, to the adress kvkk_havacilik@limak.com.tr.

In order for your application to be concluded rapidly, it is recommended that "**Personal Data Protection Law Information / Amendment Request**" is indicated on the application envelope or in the subject part of the e-mail.

Additionally, applications can be made by a notary public or by methods that are legally valid and provide the opportunity to verify identity. It is recommended to comply with the above-mentioned issues in the applications as much as the relevant method allows, as it will increase the probability of the application to be concluded favourable and in a short time.

APPLICATION FORM

DATA SUBJECT INFORMATION	
Name and surname:	
Nationality:	<input type="checkbox"/> Turkey <input type="checkbox"/> Other If other, please specify:
TRIN:	
Passport No / Foreign Identity No:	
Address:	
REM (Registered Electronic Mail) Address:	
E-Mail Address:	
Phone No/Fax No:	

RELATION WITH LIMAK AVIATION	
<input type="checkbox"/> Employee / Former Employee of Limak Aviation	Worked Time Period:
<input type="checkbox"/> Employee Candidate (I Shared a Resume)	Date of Application: Where the application was made and additional explanation if any:
<input type="checkbox"/> Shareholder	Explanation:
<input type="checkbox"/> Business Connection	Explanation:
<input type="checkbox"/> Public Official	Explanation:
<input type="checkbox"/> Supplier Employee/Official	Explanation:
<input type="checkbox"/> Product or Service Recipient	Explanation:
<input type="checkbox"/> Member of the Board of Directors	
<input type="checkbox"/> Visitor	Explanation:
<input type="checkbox"/> Other	Explanation:

CONTENT OF THE APPLICATION

Data Controller Applied to

Limak Havacılık İletişim Eğitim ve Ticaret A.Ş.

*Hafta Sokak No: 9 Gaziosmanpaşa
Çankaya/Ankara*

Subject of the Request

- I would like to learn if my personal data is processed or not.
- If my personal data has been processed, I request information regarding that.
- I would like to learn the purpose for processing my personal data and whether they are used in accordance with that purpose.
- I would like to learn about the third parties at home or abroad to whom my personal data is transferred.
- I would like you to delete or destroy or anonymize my personal data within the context stipulated by the Law.
- Due to the incomplete or incorrect processing of my personal data, I would like them to be corrected.
- (please refer and provide detailed information regarding the personal data you request to be corrected in the description section)
- I would like third parties to whom my personal data is transferred to be notified of any changes made on my personal data upon my request.
- I would like to demand reimbursement for the loss suffered due to unlawful processing of my personal data.
- (please provide detailed information in the explanation section regarding which data processing activity caused the loss, when and how your loss occurred)

DESCRIPTIONS:

In order to answer your request decently, the scope of the application must be specific, clear and understandable.

ATTACHMENTS:

If you share information and documents in the attachment, please specify.

Reply Method to Your Application

*(If **no response method is preferred**, the application will be answered in the same way as it was submitted.)*

I want it to be sent to my address.

(By sending to the address specified in the application)

I want it to be sent to the e-mail address I provided in the application form.

(We will be able to respond to you faster if you choose the e-mail method.)

I want to receive it by hand.

(In case of receipt by proxy, notarized power of attorney or certificate of authorization must be presented.)

This application form; has been formed so that your requests can be answered accurately, completely and within the time specified by law. Limak Aviation reserves the right to request additional documents and information for identification and authorization (copy of identity card or driver's license, etc.), in order to eliminate legal risks that may arise from illegal or unfair data sharing and especially to ensure the security of your personal data. In case the information regarding your requests submitted within the context of the form is not correct, not up-to-date, false/misleading or submitted without authorization, Limak Aviation does not accept any liability for such requests. In such cases, Limak Aviation reserves the right to reject the application.

Date:	
Applicant Name and Surname:	
Signature: E-signature can be used for applications made via REM.	
<i>Attach information regarding your relation with the applicant and/or a power of attorney, an identity register copy or the relevant document showing your authorization, then send your application.</i>	