

## DATA SUBJECT APPLICATION FORM

### **GENERAL EXPLANATIONS**

Pursuant to Personal Data Protection Law no. 6698 (“**PDPL**” or the “**Law**”), rights of the personal data owners, defined as data subjects, or of legal representatives of these persons (“**Applicant**” or “**Data Subject**”) to file requests relating to the processing of personal data have been regulated by Article 11 of PDPL.

Pursuant to the 1st paragraph of Article 13 of the PDPL; the requests concerning such rights shall be made in writing or via other methods specified by the Turkish Personal Data Protection Board (the “**Board**”), will be made to **Omsan Lojistik Anonim Şirketi** (“**Omsan**”), which is the data controller. Depending on the nature of your request, it shall be replied to **within the shortest time possible or within thirty days at the latest as of the receipt date of your request by Omsan.**

### **APPLICATION METHOD**

- **Application by Post or in Person:** Application can be made in person or via post by the Applicant **with the completed and signed application form and authentication documents** to the address of Cevizli Mahallesi, Tugay Yolu Caddesi, No:10C İç Kapı No:57 Maltepe/İSTANBUL.
- **Application via Registered Electronic Mail (REM):** Application can be made by sending the application form to [omsanlojistik@hs02.kep.tr](mailto:omsanlojistik@hs02.kep.tr) by signing with the REM address defined in the Electronic Signature Law No. 5070.
- **Application via Electronic Mail by Using Mobile Signature or Registered Electronic Mail:** Application can be made by a petition, or if desired by Application Form, signed by the Applicant by using a mobile signature or REM and sending it via e-mail to the address of [kvkk@omsan.com](mailto:kvkk@omsan.com).
- **Application via Electronic Mail:** Application can be made by sending an e-mail to [kvkk@omsan.com](mailto:kvkk@omsan.com) by using the e-mail address previously notified by the Applicant to Omsan, the data controller, and registered in Omsan’s system. In this application, Omsan reserves the right to request additional authentication depending on the subject of the request.

The application can also be made through a notary or legally valid methods that provide the opportunity to verify the identity. It is recommended to comply with the issues mentioned above in applications as much as the method allows since it will increase the likelihood of the application to be concluded affirmatively and in a short time.

## APPLICATION FORM

DATA SUBJECT INFORMATION	
Name Surname:	
Nationality:	<input type="checkbox"/> Turkey <input type="checkbox"/> Other: (If other, please specify) ....
Turkish Citizenship Number: or Passport No / Foreign Identity No:	
Domicile or Workplace Address for Notification:	
REM (Registered Electronic Mail) Address (If there is):	
Electronic Mail Address:	
Telephone No:	
Fax No (If there is):	

YOUR RELATION WITH OMSAN	
<input type="checkbox"/> Employee Candidate (I shared my resume)	<b>Application Date:</b> <b>Where the Application was made and additional explanation if any:</b>
<input type="checkbox"/> Employee / Former Employee	<b>Years worked:</b>
<input type="checkbox"/> Supplier Authority / Employee	<b>Explanation:</b>
<input type="checkbox"/> Shareholder / Partner	<b>Explanation:</b>
<input type="checkbox"/> Board Member	<b>Explanation:</b>

<input type="checkbox"/> <b>Product or Service Buyer (Customer)</b>	<b>Product/service date received: Where the product/service was purchased from and additional explanation, if any:</b>
<input type="checkbox"/> <b>Potential Product or Service Buyer (Potential Customer)</b>	<b>Explanation:</b>
<input type="checkbox"/> <b>Visitor</b>	<b>Explanation:</b>
<input type="checkbox"/> <b>Other</b>	<b>Explanation:</b>

**APPLICATION CONTENT**

<b>Application Made to Data Controller</b>	<b>Omsan Lojistik Anonim Şirketi</b>
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**Subject of the Request to Be Submitted Under the Application**

I would like to learn as to whether my personal data is being processed.

If my personal data has been processed, I request information regarding this.

I would like to learn the purpose of processing my personal data and whether they are used for their intended purposes.

I would like to learn about the third parties to whom my personal data is transferred in the country or abroad.

I want my personal data to be deleted or destroyed or anonymized within the framework of the conditions stipulated by law.

Due to the incomplete or incorrect processing of my personal data, I would like them to be corrected.

(Please provide detailed information about your personal data that you want to be corrected in the explanation section.)

If changes are made to my personal data upon my request, I would like to be notified of this to the third parties to whom my personal data has been transferred.

I request compensation for the damage I have suffered due to the unlawful processing of my personal data.

(Please provide detailed information in the explanation section about which data processing activity, when and how your damage occurred.)

**EXPLANATIONS:**

*For your application to be adequately replied, the application scope shall be specific, explicit, and understandable.*

<b>ANNEXES:</b> <i>Please indicate if you share information and documents in the attachment.</i>	

<b>Reply Method to Your Application</b> <i>(In case any reply method <b>has not been preferred</b>, the application shall be replied in the method as it was submitted.)</i>
<p><input type="checkbox"/> I want it sent to my address. <i>(By sending to the address specified in the application)</i></p> <p><input type="checkbox"/> I want it to be sent to the e-mail address I specified in the application form. <i>(We will be able to respond to you faster if you choose the e-mail method.)</i></p> <p><input type="checkbox"/> I want to receive it by hand. <i>(In case of receipt by proxy, a notarized power of attorney or certificate of authorization is required.)</i></p>

This application form has been prepared so that your requests can be replied accurately, thoroughly, and within the time specified in the law. Omsan reserves the right to request additional documents and information (copy of identity card or driver's license, etc.) for the determination of the identity and authority, for the elimination of the legal risks that may occur due to illegal and unfair data sharing, and especially ensuring the protection of your personal data. Omsan does not accept any liability for requests if the information regarding your requests submitted within the scope of the form is not accurate and up-to-date, is incorrect/ contains misleading information, or the application is made without authorization. In such cases, Omsan reserves the right to reject the application.

<b>Date:</b>	
<b>Applicant's Name Surname:</b>	
<b>Signature:</b>  <i>(E-signature can be used for applications made through REM.)</i>	
<i>Please kindly attach information about your relationship with the Applicant and/or a power of attorney reflecting your authorization, identity register copy, or the relevant document.</i>	