ALDO ENERJİ SAN. VE TİC. A.Ş.

PROTECTION OF PERSONAL DATA APPLICATION FORM

According to Article 11 of the Law on the Protection of Personal Data No. 6698 (KVKK), the person defined as the data subject (applicant) has the right to make certain requests regarding the processing of personal data.

In accordance with Article 13, Paragraph 1 of the Personal Data Protection Law, applications regarding the rights in question must be submitted to us in writing or by other methods determined by the Personal Data Protection Board.

Applications to our company made **in writing** can be submitted to our company, together with

- the hard-copy of this form filled in by the applicant,
- via Notary,
- by signing with a secure electronic signature as defined in the Law No. 5070 on Electronic Signatures and sent to our company's registered e-mail address.

Methods and Procedures for Application Submission:

1. TO APPLY IN PERSON, the applicant must bring an envelope that contains a statement that the request is within the scope of the Personal Data Protection Law, addressed to Opat Plaza Mezitli/MERSIN, GMK Bulvarı Akdeniz Mah., along with supporting documents to verify the applicant's identity.
2. APPLICATIONS MADE THROUGH A NOTARY OR WITH A CASH ON DELIVERY (COD) PERSONAL OR REPRESENTATIVE DELIVERY, must include a statement that request for information with a notice envelope, should be sent to the address of GMK Boulevard Akdeniz Mah. Opat Plaza Mezitli/MERSIN.
3. APPLICATION MADE IN AN ELECTRONIC ENVIRONMENT, will be valid if signed with a secure electronic signature and sent to the email address bilgi@aldogrup.com with the subject line "KVKK Information Request".

The applications received by us will be responded to within thirty days from the date of receipt of the request, in accordance with Article 13, paragraph 2, of the Personal Data Protection Law. According to the same Article 13, our reply to the subject will be sent to you in written or electronic form.

 Contact Information of the Applicant:

Full Name	
National Identity Number or Passport Number	
Mobile Number	
E-mail	
Address	

Please indicate your relationship to our company (e.g. customer, business partner, job applicant, former employee, employee of a third party firm, shareholder).

☐ Customer ☐ Visitor	☐ Business Partner ☐ Other: …………………………………………………………………… ………..
Please state the company unit and subject that facilitates your communication. UNIT:…………………………………………………………………………………… SUBJECT: …………………………………..………………………….…………	

☐ Former Employee *Dates of Service:* ……………………………………….. ☐ Other: …………………………………………… ………..	☐ Employee Applicant *Date of Application:* …………………………………………… ☐ Employee of a Third Party Firm *Please specify the firm and position that you work for.* …………………………………………… ……………………………

C. Please specify your request in detail according to the Consumer Protection Law:

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D. Please select the method of notification to be used to inform you of our response to your application.

● To be sent to my address stated above.

● To be sent to my e-mail address stated above. (Applicants choosing this method may receive their response faster.)

● To be collected in person. (In the event of accepting the power of attorney, a notarized power of attorney or authorization document is required.)

This application form has been established in order to determine your relationship with our company and to identify any personal data processed by our company, so that a response to your application can be given in a correct and lawful time period. Our company reserves the right to request additional documents and information (such as a copy of an ID card or driver's license, etc.) for identification and authorization purposes, in order to mitigate any legal risks arising from data sharing in an unlawful and unjust manner, and to ensure the safety of your personal data. In the event that the information provided in relation to the requests sent within the scope of the form is not correct and up to date or an unauthorized application is made, our Company does not accept any liability for requests arising from incorrect information or unauthorized application.

Applicant's (Subject of Data)

Full Name :

Date:

Signature :