

## APPLICATION FORM TO DATA CONTROLLER

*(It is not mandatory to apply through this form. This form has been created as a secondary document during the application process of the person concerned, and every application made in accordance with the Communiqué On The Principles And Procedures For The Request To Data Controller will be evaluated.)*

### Instructions

Within the scope of Article 11 of the Protection of Personal Data Law No. 6698 (“PDPL”), everyone has the right to apply to the Türkiye Wealth Fund (“TWF”) for the following matters:

- a) to learn whether his/her personal data are processed or not,
- b) to demand for information as to if his/her personal data have been processed,
- c) to learn the purpose of the processing of his/her personal data and whether these personal data are used in compliance with the purpose,
- d) to know the third parties to whom his personal data are transferred in country or abroad,
- e) to request the rectification of the incomplete or inaccurate data, if any,
- f) to request the erasure or destruction of his/her personal data under the conditions referred to in Article 7,
- g) to request reporting of the operations carried out pursuant to sub-paragraphs (d) and (e) to third parties to whom his/her personal data have been transferred,
- h) to object to the occurrence of a result against the person himself/herself by analysing the data processed solely through automated systems,
- i) to claim compensation for the damage arising from the unlawful processing of his/her personal data.

### Processing of Personal Data Related to the Application

With the Application Form to Data Controller, personal data (name, surname, TR ID number, passport number, telephone number, e-mail, address, signature) are processed within the scope of “*It is necessary for compliance with a legal obligation to which the data controller is subject*”, one of the data processing conditions stipulated in the PDPL, in order to identify the applicant and manage the application. Processed personal data can only be shared with relevant units/individuals and institutions/organizations authorized by law, if necessary.

## Application Guidance

<b>Application Method</b>	<b>Address to Apply</b>	<b>Application Subject Heading</b>
Application by hand ( <i>If the applicant applies personally, the document proving his identity must be available. In case of application through a lawyer, a notarized warrant of attorney must be available</i> )	Muallim Naci Caddesi, No:22, Ortaköy/İstanbul	<i>"Information Request Under the Personal Data Protection Law "</i> will be written on the document.
Notary public notice	Muallim Naci Caddesi, No:22, Ortaköy/İstanbul	<i>"Information Request Under the Personal Data Protection Law "</i> will be written on the document.
Email Via E-signature/Mobile Signature	.....	<i>"Information Request Under the Personal Data Protection Law "</i> will be written on the subject.
Application via Registered Electronic Mail (REM) address	tvf@hs01.kep.tr	<i>"Information Request Under the Personal Data Protection Law "</i> will be written on the subject.
E-mail address registered in our systems ( <i>Your e-mail address must match your identity in our systems before.</i> )	.....	<i>"Information Request Under the Personal Data Protection Law "</i> will be written on the subject.

**Applicant Contact Information**

<b>Name:</b>	
<b>Surname:</b>	
<b>TR ID Number: (Passport No)</b>	
<b>Phone Number:</b>	
<b>E-Mail:</b> <i>(We will be able to respond to you faster if you tell us.)</i>	
<b>Address:</b>	

**Please Tell Us Your Relationship with TWF**

<input type="checkbox"/> Customer <input type="checkbox"/> Visitor <input type="checkbox"/> Former Employee ( <i>Working Years:</i> ..... - ..... ) <input type="checkbox"/> Other	<input type="checkbox"/> Employee <input type="checkbox"/> Employee Candidate <i>Application Date:</i> <input type="checkbox"/> Third Party Company Employee <i>Please tell us your company and working position information.</i>
The person/unit you are in contact with in TWF: Topic:	

**Please Tell Us Your Request Within the Scope of PDPL**

<b>Request Number</b>	<b>Request</b>	<b>Legal Basis</b>	<b>Your Choice</b> <i>(Please Mark the Relevant Section)</i>
<b>1</b>	I want to learn whether my personal data are processed or not.	<b>PDPL Article 11/1-a</b>	
<b>2</b>	I want to demand information as to if my personal data have been processed.	<b>PDPL Article 11/1-b</b>	
<b>3</b>	I want to learn the purpose of the processing of my personal data and whether these personal data are used in compliance with the purpose.	<b>PDPL Article 11/1-c</b>	
<b>4</b>	I want to know the third parties to whom my personal data are transferred in country or abroad.	<b>PDPL Article 11/1-ç</b>	
<b>5</b>	I want to request the rectification of the incomplete or inaccurate data, if any.	<b>PDPL Article 11/1-d</b>	
<b>6</b>	I want to request the erasure or destruction of my personal data under the conditions referred to in Article 7.  a) Erasure b) Destruction  <i>(Please specify from the options)</i>	<b>PDPL Article 11/1-e</b>	
<b>7</b>	I want to request reporting of the operations carried out pursuant to sub-paragraphs (d) (request number 5) to third parties to whom my personal data have been transferred.	<b>PDPL Article 11/1-f</b>	
<b>8</b>	I want to request reporting of the operations carried out pursuant to sub-paragraphs (e) (request number 6) to third parties to whom my personal data have been transferred.	<b>PDPL Article 11/1-f</b>	

	a) Erasure b) Destruction <i>(Please specify from the options)</i>		
<b>9</b>	I want to object to the occurrence of a result against myself by analysing the data processed solely through automated systems.	<b>PDPL Article 11/1-g</b>	
<b>10</b>	I want to claim compensation for the damage arising from the unlawful processing of my personal data.	<b>PDPL Article 11/1-ğ</b>	

**Please Make an Explanation About Your Request**

**How would you like to be notified of our response to your application?**

- I want it sent to my address.
- I want it sent to my e-mail address.

*(If you choose the e-mail method, we will be able to respond to you faster.)*

- I want to receive it by hand.

*(If it is requested to be received by proxy, a notarized warrant of attorney or authorization document is required.)*

**Statement by the Applicant**

In line with the requests, I have stated above, I would like my application to TWF to be evaluated in accordance with Article 13 of the PDPL.

I declare and undertake that the documents and information I have provided to you in this application are correct, up-to-date and belong to me.

The Applicant

- Name & Surname :
- Signature :
- Application Date :