

**KAYA TURİSTİK TESİSLERİ TİTREYENGÖL OTELCİLİK A.Ş.**  
**APPLICATION FORM**

**GENERAL EXPLANATIONS**

Personal Data Holders (hereinafter referred to as "Applicant Owner") defined as the person concerned in Law No. 6698 on Protection of Personal Data ("Law on Personal Data") are entitled to have certain rights for the processing of personal data according to the Article 11 of the KVK Law.

In accordance with Article 13/1 of the KVK Law; the application to be made in relation to these rights must be communicated to us in writing or by other means determined by the Board of Personal Data Protection (hereinafter referred to as "the Board").

In this scope, the applicants to be made to our company in writing will be done by taking the print out of this form and by;

- The applicant applying in person
- Through Notary notification,
- By sending it to the registered e-mail address of the company after signed by the applicant with the "secure electronic signature" defined in the Electronic Signature Law numbered 5070 ,

In the following, information is given about the form of written application channels on how applications can reach us.

<b>APPLICATION METHOD</b>	<b>ADDRESS TO APPLY</b>	<b>INFORMATION TO BE GIVEN DURING APPLICATION SUBMISSION</b>
Applicant personally present(Application by the applicant in person will be done with proof of identity)	Küçük Piyale Mah. Piyalepaşa Blv. Ağaç Köprü Street. No:24 Kasımpaşa-Beyoğlu/IST	"Request for Information under the Law on the Protection of Personal Data" shall be written on the envelope.
Notary notification	Küçük Piyale Mah. Piyalepaşa Blv. Ağaç Köprü Street. No:24 Kasımpaşa-Beyoğlu/IST	"Request for Information in the scope of Protection of Personal Data" shall be written on the notification envelope.
Signed with "secure electronic signature" and sent via Registered Electronic Mail	<a href="mailto:kvkkbasvuru@kayahotels.com.tr">kvkkbasvuru@kayahotels.com.tr</a>	In the subject section of the electronic mail, "Request for Information under the Protection of Personal Data" shall be written.

In addition, after the other methods determined by the Board are announced, it will be announced to our company about how these applications will be taken through these methods. Your applications will be responded to within thirty days from the date your request is received by us according to the nature of the claim, in accordance with Article 13/2 of the Law of KVK. Our responses will be made in written or through electronic sources in accordance with the provisions of article 13 of the related KVK Law.

**A. Contact Information of the Applicant**

<b>NAME</b>	
<b>SURNAME</b>	
<b>TURKISH IDENTITY NUMBER</b>	
<b>TELEPHONE NUMBER</b>	
<b>E-MAIL (If you write it then we will be able to respond to you faster)</b>	
<b>ADDRESS</b>	

**B. Please indicate your relationship with our Company.** (*Customer, Business Partner, candidate employee, former employee, third party company employee, shareholder*)

<ul style="list-style-type: none"> <li><input type="radio"/> Customer</li> <li><input type="radio"/> Visitor</li> <li><input type="radio"/> Former Employee</li> </ul> <p>Work Experience (Years): .....</p> <ul style="list-style-type: none"> <li><input type="radio"/> Other :</li> </ul> <p>.....</p>	<ul style="list-style-type: none"> <li><input type="radio"/> Business Partner</li> <li><input type="radio"/> I made a Job Application / shared CV.</li> </ul> <p>Date: .....</p> <ul style="list-style-type: none"> <li><input type="radio"/> Employee of third party company</li> </ul> <p>Your current company and designation information:</p> <p>.....</p>
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The unit you are in contact with in our company: .....  
Subject Matter:.....

**C.** Please indicate your request in the scope of the KVK law, in detail.

**D.** Please select the method by which you will be notified of your application response:

- I want it to be sent to my address
- I want it to be sent to my e-mail address.  
*(We will be able to respond more quickly if you choose the email method.)*
- I want to take it in person.  
*(In case of receipt by guardian, he/she must have a notarized power of attorney or authorization certificate.)*

This application form has been prepared in order to determine your relationship with our company and, if so, and to determine that your provided personal data is full and to respond to your application in its correct and legal form. We reserve the right to request additional documents and information (identification card, driver's license, etc.) for identification and authorization purposes, in order to eliminate the legal risks that may arise from unfair data sharing and in particular to ensure the safety of your personal data. Under the scope of this form, in the event that your information is not accurate and up-to-date, or if an unauthorized application is filed, our company does not accept liability for such misleading information or claims due to unauthorized applications.

Applicant (Owner of Personal Data)

Name Surname :  
Application Date :  
Signature :