

PERSONAL DATA PROTECTION LAW APPLICATION FORM

A. APPLICANT'S CONTACT INFORMATION

Name _____ : Surname _____ :
Turkish ID No. _____ :
Mobile number _____ : Fax _____ :
Address _____ :

B. PLEASE SPECIFY YOUR RELATIONSHIP WITH OUR COMPANY

<input type="checkbox"/> Customer -Service received: -Relevant department and contract person: -Date:	<input type="checkbox"/> Visitor -Relevant department and contract person: -Visit purpose: -Date:
<input type="checkbox"/> Business partner -Relevant department and contract person: -Date:	<input type="checkbox"/> Supplier -Service provided: -Relevant department and contract person: -Date:
<input type="checkbox"/> Former employee -Department of employment: -Employment period: -Role (duty):	<input type="checkbox"/> Job applicant -Application channel: -Relevant person: -Date:
<input type="checkbox"/> Other	

C. INFORMATION ON APPLICATIONS TO DATA CONTROLLER

Our company reserves the right to request additional documents in order to determine identity and authority of persons to ensure the security of your personal data.

D. APPLICATION METHODS AND REQUIREMENTS

Applications must be made by using our application form with an attached identity document (copy of driving licence or passport). Information on blood type, disability/prosthesis, marital status, religion and photographs must be hidden/covered/anonymized. Please do not share this information with us. Otherwise our company shall not be held responsible for processing of this information by automatic systems.

In case of third party applications on behalf of data subject, a notarized letter of proxy is required in addition to this application form.

Application Method	Application Address	Important Requirements
<ul style="list-style-type: none"> Wet-ink-signed copy of application form delivered by hand Via notary Registered letter with return receipt 	Zafer Mah. Dumlupinar Cad. No:42 Bahçelievler/İstanbul	“Law of Protection of Personal Data Information Request” must be written on the letter.
<ul style="list-style-type: none"> KEP (registered email) address 	erluks@hs01.kep.tr	“Law on the Protection of Personal Data Information Request” must be written in the subject section of the email.
<ul style="list-style-type: none"> Secure electronic signature Mobile signature Via the email address which is stated to us by you and is registered in our system 	kvkk@brickshotels.com	“Law on the Protection of Personal Data Information Request” must be written in the subject section of the email.

We kindly ask you to provide all of the information requested below in order to conduct the necessary research, evaluation and resolutions as Ytong. If you are the authorized agent, employee or representative of a legal entity, you will have to specify this matter below separately. Your requests will be concluded within the shortest period and latest within 30 days depending on the nature of your request.

E. PLEASE EXPLAIN YOUR REQUEST UNDER THE PERSONAL DATA PROTECTION ACT:

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F. Please choose how you would like to receive our reply to your request

- Mail delivery to my postal address
 - To my e-mail address
- (If you choose this method, we will be able to reply more quickly.)

Collection by hand.
(In case of receipt by your agent, notarized letter of proxy or letter of authority is required.)

Fax
(Delivery via fax must be confirmed by you with signature, otherwise our reply will be sent to your postal address, too.)

I would like my Law on Protection of Personal Data information application to be evaluated and finalized with consideration of the requests stated above and I confirm and guarantee that the documents and information I provided in the application hereby are correct, up-to-date and are my personal information.

Applicant (relevant person) :
Legal representative/agent if you have one :
Full Name :
Date of Application :
Signature :