

POLATDEMİR TURİZM TİCARET A.Ş. (LASAGRADA HOTEL)
DATA SUBJECT APPLICATION FORM TO BE FILLED OUT IN ACCORDANCE WITH THE LAW NO 6698 ON THE PROTECTION OF PERSONAL DATA

I. The Method of Application

Pursuant to article 11 of the Law no 6698 on the Protection of Personal Data (for the sake of brevity shall hereinafter be referred to as the “LPPD”) data subjects are granted the right to file an application with regard to the processing of personal data. Within the framework of the 1st paragraph of article 13 of the LPPD, you may convey to us your request regarding exercising any of your rights enumerated in the aforementioned article with this form through any of the methods set forth below.

METHOD OF APPLICATION	ADDRESS TO SEND THE APPLICATION FORM TO	INFORMATION TO BE PROVIDED IN THE APPLICATION FORM
BY PERSONALLY DELIVERING THE APPLICATION FORM WITH WET-INK SIGNATURE OR SENDING IT THROUGH A NOTARY PUBLIC (together with the identity documents proving the identity of the applicant)	Halaskargazi Cad. No:96 Osmanbey, Şişli – İstanbul Türkiye (Turkey)	“Request for Information within the framework of the Law on the Protection of Personal Data” shall be written on the envelope/notification
BY SENDING THE APPLICATION FORM WITH SECURE ELECTRONIC SIGNATURE WITHIN THE FRAMEWORK OF THE LAW NO 5070 ON ELECTRONIC SIGNATURE (together with the identity documents proving the identity of the applicant)	polatdemir@hs01.kep.tr	“Request for Information within the framework of the Law on the Protection of Personal Data” shall be written in the subject section of the ‘E-Mail’
BY SENDING THE APPLICATION FORM THROUGH YOUR E-MAIL REGISTERED IN OUR SYSTEM (together with the identity documents proving the identity of the	info@lasagradahotel.com	“Request for Information within the framework of the Law on the Protection of Personal Data” shall be written in the subject section of the ‘E-Mail’

applicant)		
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Pursuant to the 2nd paragraph of article 13 of the LPPD, we are required to respond to your applications “as soon as possible and in any event not later than thirty days of receipt of your application” depending on the nature of your request. In accordance with the relevant provisions of article 13 of the LPPD, our reply will be sent to you either in writing or electronically.

II. Your Personal Information and Contact Details

Please complete the spaces below to allow us to get into contact with you and verify your identity.

Name and Surname:	
Republic of Turkey ID No - For foreigners, his/her nationality, His/her Passport Number or Personal Identification Number	
Address for process of service or business place address:	
Phone Number:	
Fax Number:	
E-mail Address:	

III. Your Relationship with the Company

Hotel Guest	[]	Dates in which you stayed at the Hotel:
Visitor	[]	Place visited (or the name of the person with whom you met or):
Employee (Former or New Recruit)	[]	Dates in which you worked for us:
Supplier or Service Provider	[]	The name of the Company for which you work and your position:
Other	[]	

IV. Subject of the Request

We kindly request you to describe your request regarding exercising any of your rights within the framework of the Law on the Protection of Personal Data in a clear and detailed manner. You are required to provide us with all necessary information through the application form and attach all relevant documents to the relevant application form.

Please select the method of sending our response to you by checking the box of your choice

- a) I want you to send your response to my address which I have stated in the Application Form.
- b) I want you to send your response to my Registered E-Mail (KEP) address which I have stated in the Application Form
- c) I want you to send your response to my E-Mail address which I have stated in the Application Form.

I would like to kindly request you to assess my application submitted to your company pursuant to article 13 of the Law on the Protection of Personal Law and to respond to my request within time period as provided for in the said Law.

I hereby agree, represent and warrant that the information provided in this application form and the documents annexed to it are true, accurate and updated in all material respects and that I was informed that your Company may require me to provide additional information to conclude my application and that I may be required to pay fees as specified in the tariff published by the Personal Data Protection Board if the requested transaction involves an additional cost.

The Applicant (Data Subject)

Name and surname :

The Date of Application:

Signature :