TAKSİM OTELCİLİK A.Ş.
PERSONAL DATA OWNER REQUEST FORM

As Taksim Otelcilik Anonim Şirketi ("Taksim Otelcilik" or "Our Company"); We have created this Personal Data Owner Request Form ("Form") with the aim of evaluating your requests in the most appropriate manner as part of the 11th article of Personal Data Protection Law ("PDPL").

You can forward all your questions about this Form by contacting us on 0216 285 95 00 within the working days and hours.

1. Your Rights as Data Owner:

As data owner, in order to be informed about the data processing activities carried out by our Company and your rights mentioned in Article 11 of the "PDPL", please read Taksim Otelcilik Personal Data Protection Policy at www.taksimotelcilik.com.tr.

2. Application Method

As data owner, if you wish to use any of your rights specified in Article 11 of the PDPL, you must fill out this form and send it to our Company with one of the following methods together with the attachments for your requests stated under item (4) of the Form:

Application Method	**Address to which the application will be forwarded:**
1. Applying in person	A wet signed copy of Form must be issued to İnkılap Mah. Dr. Adnan Büyükdeniz Cad. No:7/A İç Kapı No:15 Ümraniye - İstanbul address.
2. Applying via Notary Public	A wet signed copy of Form must be notified to İnkılap Mah. Dr. Adnan Büyükdeniz Cad. No:7/A İç Kapı No:15 Ümraniye - İstanbul address.
3. Applying by E-mail	Filled form must be sent to, kisiselverigizliligi@taksimotelcilik.com.tr e-mail address with your secure electronic signature.

3. Information About Applicant

Please ensure that the information and documentation requested below are complete and accurate so that we can ensure that your application can be assessed in a correct manner and that we can communicate with you regarding your request.

Name and Surname :

T.R. Identity Number :

Address :

Phone number :

Email Address :

Please select the appropriate option from the following about your relationship with Taksim Hospitality and specify whether the relationship continues or not, if the relationship has ended please specify the

periods when the relationship continued, and within the scope of your relationship with Taksim Otelcilik please specify the directorate / branch you are in contact with.

Customer	☐	**Business Partner / Supplier**	☐
Potential Customer	☐	**Visitor**	☐
Employee	☐	**Job Applicant**	☐
Other	☐		

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4. Applicant's Requests

As data owner, please indicate your request or requests by ticking the relevant boxes (X) below. If you are in a request by selecting the relevant box, you will also need to submit to Taksim Otelcilik together with this form the information and documents that must be provided in relation to related request.

Request	Selection	Required Information / Documentation
1. I would like to know if my personal data has been processed by Taksim Otelcilik.	☐	If there is specific data which you think that is processed, please specify it in the space at the end of this table.
2. In the case of my personal data being processed by Taksim Otelcilik; I want to know the purpose processing of my personal data and whether they are used appropriately by Taksim Otelcilik for the purpose.	☐	If there is a specific data subject to your request, please indicate in the space left at the end of this table.
3. In the event that my personal data is transferred by Taksim Otelcilik to third persons in the country / abroad, I want to learn third parties to whom my personal data is transferred by Taksim Otelcilik.	☐	If there is a specific data subject to your request, please indicate in the space left at the end of this table.

4. I want to correct my personal data that is missing or incorrectly processed by Taksim Otelcilik.	☐	Please indicate your personal data that you think is missing or incorrectly processed and how you would like it corrected in the space left at the end of this table or in the Form.
5. I want my personal data that I think is missing / incorrectly processed to be corrected by third parties as well.	☐	Please indicate your personal data that you think is missing or incorrectly processed and how you would like it corrected in the space left at the end of this table or in the Form.
6. Due to the fact that the reasons which require the processing of my personal data are eliminated, I want them to be deleted / destroyed.	☐	Please specify in the space left or at the end of this table why you think that data processing reasons are eliminated and please specify the data you wish to be deleted / destroyed.
7. Due to the fact that the reasons which require the processing of my personal data are eliminated, I want them to be deleted / destroyed by third parties as well.	☐	Please specify in the space left or at the end of this table why you think that data processing reasons are eliminated and please specify the data you wish to be deleted / destroyed.
8. I believe that my personal data processed by Taksim Otelcilik is analyzed exclusively through automated systems, and that this analysis results outcome against me and I object to this result.	☐	Please indicate in the space left at the end of this table or in the Form Please your opinion that you think that is analyzed by means of automated systems and the result that you think is against you.
9. I demand compensation for the damage I suffered because of illegal processing of my personal data.	☐	Please indicate in the space left at the end of this table or in the Form that why you are in the opinion that your personal data has been processed unlawfully, with the unlawful processing activity and the damage you are suffering. In attached Form, you may also forward Personal Data Protection Law or court decisions that support / substantiate your claim.

Please specify below the required information about your requests mentioned above and the documents which you submitted in the form attached below.

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5. Completion of Application and Notification of Application Result

Taksim Otelcilik will conclude your request within thirty days at the latest according to the specification of the claim in accordance with Article 13 of the PDPL. Positive or negative responses about your request may be notified by our Company in writing or electronically. If you have a preference about notification of the application result via mail or electronic mail, you should specify this preference along with the address / email address to which the mail / electronic mail will be sent:

I want the response to the application to be sent via electronic mail. E-mail address: …….	☐
I want the answer to the application to be sent via post. Postal address: …….	☐

As a rule, your requests will be fulfilled free of charge, but if answering your request requires additional costs, fees may be charged for the amounts set forth in the applicable legislation.

In the event that Taksim Otelcilik needs additional information for completing the request, or if it can not be verified that the application is made by data owner, it will be possible to communicate with you through the contact details provided on this form or your information filed by Taksim Otelcilik.

6. Declaration:

I would like my application to be evaluated and concluded in accordance with the 13th article of PDPL according to my requests.

Personal Data Owner

Name Surname:

Application Date:

Signature: