



GÜRALP VİNÇ and MACHINERY INDUSTRY AND TRADE INC.

DATA SUBJECT APPLICATION FORM

Under the Law on the Protection of Personal Data No. 6698 ("LPPD"), individuals whose personal data is processed ("Applicant" or "Data Subject") are granted the right to make specific requests regarding the processing of their personal data, as defined in Article 11 of the Law.

In accordance with the LPPD, applications regarding these rights must be submitted in writing or through other methods designated by the **Personal Data Protection Board**.

Applications submitted to our Company through the channels outlined below will be processed **free of charge** and finalized within **30 days** from the date of receipt, in accordance with Article 13 of the LPPD. However, if the processing requires additional costs, the fee determined by the Board may be charged.

1. DATA SUBJECT'S IDENTITY AND CONTACT INFORMATION

The personal data provided in this form will only be used to verify your identity, evaluate and respond to your request, and will not be used for any other purpose.

- **Name:**
 - **Surname:**
 - **National ID Number:**
 - **Phone Number:**
 - **Address:**
 - **Email Address:**
 - **Registered Email (KEP) Address (if applicable):**
 - **Your Relationship with Our Company:**
(e.g., Customer, Visitor, Business Partner, Employee Candidate, Former Employee, Third-Party Company Employee, Shareholder)
 - **Is your relationship with our company ongoing?:**
(Yes / No)
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2. REQUESTED RIGHTS UNDER THE LPPD

(Please tick the box(es) that apply to your request)

- ☐ I would like to know whether your company processes personal data about me.
- ☐ If my personal data is being processed, I request information regarding these processing activities.
- ☐ If my personal data is being processed, I would like to learn the purpose of processing and whether it is being used in accordance with this purpose.
- ☐ If my personal data has been transferred to third parties in Turkey or abroad, I would like to know who these third parties are.
- ☐ I believe my personal data is inaccurate or incomplete and request it to be corrected.
- ☐ Although my personal data has been processed in compliance with the law, I request its deletion or destruction as the reasons for processing no longer exist.
- ☐ I request that the correction or deletion of my personal data be also notified to third parties to whom my data has been transferred.
- ☐ I believe that my personal data has been analyzed exclusively through automated systems, resulting in a negative outcome for me. I object to this result.
- ☐ I have suffered damages due to the unlawful processing of my personal data and I request compensation.

3. DESCRIPTION OF REQUEST

(Please describe your request in detail below)

4. METHOD OF DELIVERING THE RESPONSE

(Please select how you would like to receive the response to your request)

- ☐ Sent to my address
- ☐ Sent to my e-mail address
- ☐ I will collect it in person

5. DECLARATION OF THE APPLICANT

This application form has been prepared to determine your relationship with **GÜRALP VİNÇ and MACHINERY INDUSTRY AND TRADE INC.** and to identify your personal data processed by our company, if any, to respond accurately and within the legal time frame.

To prevent unauthorized access and ensure the security of your personal data, our company may request additional documentation (e.g., a copy of an ID or driver's license) to confirm your identity and authority.

Our company shall not be held liable for any legal or financial consequences arising from inaccurate, misleading, or unauthorized applications due to incorrect or outdated information provided in this form.

6. ATTACHMENTS (if any)

(Please indicate any documents attached to your application.)

7. APPLICATION METHOD

You can submit your written application by completing and sending this form:

By **mail** with a wet signature to: **GÜRALP VİNÇ and MACHINERY INDUSTRY AND TRADE INC.** Yedi Eylül Mahallesi, Ümit Tunçağ Caddesi No:4 Torbalı / İZMİR, Turkey By **delivering it in person** to the above address By **registered e-mail (KEP)** signed with a **secure electronic signature** to: **guralpvinc@hs03.kep.tr**

APPLICANT INFORMATION

- **Name and Surname:**
- **Application Date:**
- **Signature:**

INFORMATION OF THE REPRESENTATIVE (IF THE APPLICATION IS MADE ON BEHALF OF SOMEONE ELSE)

(If someone is applying on behalf of the data subject, a notarized power of attorney or equivalent document proving the authority must be attached.)

- **Name and Surname:**
- **Application Date:**
- **Signature:**