

HÜRREM SULTAN HAMAMI

APPLICATION FORM TO THE DATA CONTROLLER

1. General Explanations

Under the Law on the Protection of Personal Data No. 6698 (“PDPL”), personal data owners defined as the data subject (“Applicant”) are granted the right to make certain requests regarding the processing of their personal data pursuant to Article 11 of the PDPL.

This application form has been prepared in order to identify your relationship with Haseki Turizm Sağlık İnş. San. ve Dış Tic. Ltd. Şti. (“Hürrem Sultan Hamamı”) and, if any, to fully determine your personal data processed by Hürrem Sultan Hamamı, so that your relevant application can be answered accurately and within the legal time period. In order to ensure the security of your personal data and prevent unlawful data transfer, Hürrem Sultan Hamamı may request additional information for identity and authorization verification. If the information provided by the Applicant is incorrect and/or not up to date, or if the requests are unauthorized, the Applicant shall be responsible for such matters.

Pursuant to Article 7 of the Communiqué on the Principles and Procedures for the Application to the Data Controller, if the response to the Applicant is given in writing, no fee shall be charged for up to ten pages. A transaction fee of 1 Turkish lira may be charged for each page over ten pages. If the response is given in a recording medium such as a CD or flash drive, a fee equal to the cost of that medium may be charged.

2. Scope of the Right to Apply under Article 11 of the PDPL

The Applicant may apply to Hürrem Sultan Hamamı and request the following:

- 1) To learn whether his/her personal data are processed,
- 2) To request information if his/her personal data have been processed,
- 3) To learn the purpose of processing personal data and whether they are used in accordance with that purpose,
- 4) To learn the third parties to whom personal data are transferred domestically or abroad,
- 5) To request the rectification of personal data if they are incomplete or incorrectly processed, and to request notification of the transaction made within this scope to third parties to whom the personal data have been transferred,
- 6) Although the personal data have been processed in accordance with the PDPL and other relevant laws, to request their deletion, destruction, or anonymization if the reasons requiring their processing cease to exist, and to request notification of the transaction made within this scope to third parties to whom the personal data have been transferred,
- 7) To object to the occurrence of a result against him/her by means of the analysis of processed data exclusively through automated systems,

8) To request compensation for damages in the event that personal data are processed unlawfully.

3. Method of Application

Pursuant to the first paragraph of Article 13 of the PDPL, applications regarding these rights must be submitted to us in writing and signed, or by other methods determined by the Personal Data Protection Board (“Board”).

Within this framework, written applications may be submitted to us by taking a printout of this form:

- by the Applicant in person,
- through a notary public,
- via registered electronic mail (KEP), secure electronic signature, or mobile signature, or
- by e-mail sent from the electronic mail address previously notified to us by the Applicant and registered in our system.

Below, information is provided on the written application channels through which written applications may be delivered to us.

Application Method	Information to Be Indicated When Sending the Application	Address to Which the Application Will Be Sent
In-person Application (the applicant applies in person with an identity document)	The phrase “Request for Information within the Scope of the Personal Data Protection Law” shall be written on the envelope.	Cankurtaran Mahallesi Ayasofya Meydanı Sultanahmet No:2 Fatih / Istanbul
Notification through Notary Public	The phrase “Request for Information within the Scope of the Personal Data Protection Law” shall be written on the notification envelope.	Cankurtaran Mahallesi Ayasofya Meydanı Sultanahmet No:2 Fatih / Istanbul
By Signing with a Secure Electronic Signature via Registered Electronic Mail (KEP)	In the subject line of the e-mail, “Request for Information under the Personal Data Protection Law” shall be written.	hasekiturizm@hs01.kep.tr
Application by Mobile Signature or E-mail [by the relevant person using the e-mail address previously notified to the data controller and registered in the data controller’s system]	In the subject line of the e-mail, “Request for Information under the Personal Data Protection Law” shall be written.	kvkk@hurresultanhamami.com

Hürrem Sultan Hamamı may request additional information and take necessary measures to verify the Applicant’s identity in applications to be made via e-mail.

Your applications submitted to us will be answered in writing or electronically within thirty days from the date on which your request is served on us or reaches us, depending on the nature of the request, pursuant to the second paragraph of Article 13 of the PDPL.

4. Your Identity and Contact Information

A. Applicant Contact Information

Name	
Surname	
Turkish ID No. / Passport No. (if foreign)	
Telephone	
E-mail	
Residence or Workplace Address	

B. Please indicate your relationship with Hürrem Sultan Hamamı. (Visitor, Customer, business partner employee, job applicant, former employee, third-party company employee, shareholder, etc.)

<input type="checkbox"/> Visitor	<input type="checkbox"/> Employee
<input type="checkbox"/> Customer	<input type="checkbox"/> Job Applicant
<input type="checkbox"/> Business Partner	<input type="checkbox"/> Former Employee
	<input type="checkbox"/> Other

Department within our company with which you have been in contact
Department:.....
Subject:.....
.....

5. Subject of Request

Please specify your request within the scope of the PDPL in detail:

Applicant

Name Surname:

Signature (if the application is in writing):