

## APPLICATION FORM UNDER THE 11<sup>TH</sup> AND 13<sup>TH</sup> ARTICLES OF THE PERSONAL DATA PROTECTION LAW

The personal data subjects defined as the concerned person under the Personal Data Protection Law No. 6698 (hereinafter will be referred to as "Applicant") have been bestowed a right to make some requests concerning the processing of the personal data by the 11th Article of Law.

Under the 1st sub-article of the 13th Article of the Law No. 6698, the data subject shall submit his/her application concerning these rights to us in writing or by other means determined by the Personal Data Protection Board.

Your application and the request made shall be concluded by the data controller, Polin Su Parkları ve Havuz Sistemleri A.Ş. within the shortest time depending on the quality of the request and in thirty days at the latest time complimentary. However, a fee may be charged based on the tariff determined by the Board if the procedure requires an additional cost<sup>1</sup>. Your request will be accepted or rejected for a justified reason within this period and thereby, your response will be notified to you in writing or electronically.

Please fill the following form and submit your request through one of the following methods.

Mode of Application	Address to Which Application Will Be Made	Information to Be Stated in the Application
Application Personally [The Applicant comes personally and applies with the documents certifying his/her identity and information and documents subject to the application]	Kocaeli Gebze V (Kimya) İhtisas OSB. Demirciler OSB Mahallesi Refik Baydur Cad. No:6A Dilovası/Kocaeli-Turkey	Write "Information Request Within the Scope of Personal Data Protection Law" on the envelope.
Application through Notary Public	Kocaeli Gebze V (Kimya) İhtisas OSB. Demirciler OSB Mahallesi Refik Baydur Cad. No:6A Dilovası/Kocaeli-Turkey	Write "Information Request Within the Scope of Personal Data Protection Law" on the envelope.
Application via Registered Electronic Mail Address, Secure Electronic Signature, Mobile Signature	The application may be done via <a href="mailto:polin@hs02.kep.tr">polin@hs02.kep.tr</a>	Write "Information Request Within the Scope of Personal Data Protection Law" in the subject of the e-mail.

### DATA CONTROLLER

#### POLİN SU PARKLARI VE HAVUZ SİSTEMLERİ ANONİM ŞİRKETİ

Gebkim OSB Refik Baydur Cad. No:6  
41480 Dilovası/Kocaeli

Telephone: 0262 656 64 67

Fax: 0262 656 64 75

E-mail: [kvkk@polin.com.tr](mailto:kvkk@polin.com.tr)

Chamber of Commerce: Gebze Chamber of Commerce

Trade Registration No: 3706

<sup>1</sup> Under the 7th Article of the Communiqué on Application Procedures and Principles titled "Fee", "(1) If the response is given to the application of the concerned person in writing, no fee is charged up to ten pages. A fee amounting to 1 Turkish Lira may be charged for every page above ten pages. (2) If the response to the application is given in a recording medium such as CD, flash disk, etc., the fee that may be requested by the data controller is not rendered as the fee for recording medium".

Submission of the application form via e-mail which has been notified to the Company beforehand and registered in the Company's system	The application may be done to the e-mail address: <a href="mailto:kvkk@polin.com.tr">kvkk@polin.com.tr</a>	Write "Information Request Within the Scope of Personal Data Protection Law" in the subject of the e-mail.
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### TO POLIN SU PARKLARI VE HAVUZ SİSTEMLERİ ANONİM ŞİRKETİ

Under the 11<sup>th</sup> and 13<sup>th</sup> Articles of the Personal Data Protection Law No. 6698, I request the evaluation of my following request as the data subject and thereby, notification of the result to me.

I hereby declare and undertake that the documents and information submitted to you in this application are accurate and up to date and they belong to me.

Furthermore, I hereby grant consent to the processing of the information and documents that I have submitted in this application form by Polin Su Parkları ve Havuz Sistemleri A.Ş. limited to the purposes of evaluation and responding my application, conveying my application to me, and determination of identity and address.

<b>Name and surname of the applicant</b>	
<b>T.R. Identity Number/nationality, passport or identification number for non-citizen applicants</b>	
<b>Contact information</b>	Address: Telephone: Mobile: E-mail:
<b>Reason for Relationship Between Data Subject and Data Controller</b>	<input type="checkbox"/> Customer/Prospective Customer <input type="checkbox"/> Employee/Employee Candidate/Former Employee (Years of Employment: ..... ) <input type="checkbox"/> Visitor <input type="checkbox"/> Other ( <i>Please specify</i> )
<b>Subject</b>	

**Your Request:**

*(Please explain your request in detail.)*

**Please choose the mode of notification for a response that we will give to your application:**

I want to get a response to my address.

I want to get a response to my e-mail.

*(If you choose e-mail, you will be able to get a faster response.)*

I want to get the response by hand.

*(If it is received by a proxy, you must submit a notarized power of attorney or certificate of authority.)*

This application form has been issued to determine your relationship with our Company, identify your personal data processed by our Company fully, and thereby to give a response to your relevant application accurately and within its legal period. Our Company reserves the right to request additional documents and information (copy of identity card or driving license) to detect the identity and authority to ensure to eliminate all legal risks that may be resulted from illegal and unjust data sharing and specifically, to ensure the safety of your personal data. If the information concerning your requests submitted within the scope of form is not accurate and up to date or an unauthorized application is made, our Company does not assume any responsibility arising from these wrong information or unauthorized application.

Applicant (Personal Data Subject)

Name Surname :

Date of Application :

Signature :