

# APPLICATION FORM TO THE DATA CONTROLLER

## 1. General Information

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

This application form has been prepared to identify your relationship with LS ARTE Medya ve Reklamcilik A.S. (“Company”) and, where applicable, to determine completely the personal data processed by the Company so that your relevant application may be answered accurately and within the legal time limit. In order to ensure the security of your personal data and prevent unlawful data transfers, the Company may request additional information for identity and authorization verification. If the information provided by the Applicant is inaccurate and/or not up to date, or if the requests are unauthorized, the responsibility in this regard belongs to the Applicant.

Pursuant to Article 7 of the Communiqué on the Procedures and Principles of Application to the Data Controller, no fee shall be charged for a written response to the Applicant up to ten pages. A processing fee of 1 Turkish Lira may be charged for each page exceeding ten pages. If the response to the application is provided in a recording medium such as a CD or flash drive, a fee equal to the cost of that recording medium may be requested.

## 2. Scope of the Right to Apply Within the Framework of Article 11 of the KVKK

The Applicant may apply to the Company and request information on the matters listed below:

- 1) To learn whether their personal data are being processed,
- 2) To request information if their personal data have been processed,
- 3) To learn the purpose of processing their personal data and whether they are used in accordance with that purpose,
- 4) To know the third parties to whom their personal data are transferred domestically or abroad,
- 5) To request correction of their personal data if they have been processed incompletely or inaccurately, and to request notification of the transaction made in this scope to third parties to whom the personal data have been transferred,
- 6) Although their personal data have been processed in accordance with the KVKK and other relevant legal provisions, to request the deletion, destruction, or anonymization of their personal data if the reasons requiring processing cease to exist, and to request notification of the transaction made in this scope to third parties to whom the personal data have been transferred,
- 7) To object to the occurrence of a result against them by means of analysis of processed data exclusively through automated systems,
- 8) To request compensation for damages in the event that they suffer damage due to the unlawful processing of their personal data.

### 3. Application Method

Pursuant to the first paragraph of Article 13 of the KVKK, applications regarding these rights must be submitted to us in writing with a signature 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 and using one of the following methods:

- by the Applicant personally applying 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 is information, specific to written application channels, on how written applications may be delivered to us.

<b>Application Method</b>	<b>Information to be Stated in the Application Submission</b>	<b>Address for Application</b>
Application in Person (the applicant personally applies by appearing in person with an identity document)	“Information Request Within the Scope of the Personal Data Protection Law” shall be written on the envelope.	Emirgan Mh. Boyacikoy Yokusu Tan Sk. No: 4/3 Sariyer, Istanbul
Notification through a notary public	“Information Request Within the Scope of the Personal Data Protection Law” shall be written on the notification envelope.	Emirgan Mh. Boyacikoy Yokusu Tan Sk. No: 4/3 Sariyer, Istanbul
By being signed with a “secure electronic signature” and sent via Registered Electronic Mail (KEP)	“Personal Data Protection Law Information Request” shall be written in the subject line of the e-mail.	lsartemedya@hs01.kep.tr
Application by Mobile Signature or E-mail [using the electronic mail address previously notified by the data subject to the data controller and registered in the data controller’s system]	“Personal Data Protection Law Information Request” shall be written in the subject line of the e-mail.	info@lsarte.com

The Company may request additional information and take necessary measures to verify the identity of the Applicant in applications made by e-mail.

Your applications submitted to us shall be responded to in writing or electronically within thirty days from the date your request is served or received, pursuant to the second paragraph of Article 13 of the KVKK, depending on the nature of the request.

#### 4. Your Identity and Contact Information

##### A. Applicant Contact Information

<b>Name</b>	
<b>Surname</b>	
<b>Turkish ID No / Passport No (if foreign national)</b>	
<b>Phone</b>	
<b>E-mail</b>	
<b>Residential or Business Address</b>	

##### B. Please specify your relationship with the Company. (such as visitor, customer, business partner employee, employee candidate, former employee, employee of a third-party company, shareholder)

Visitor Customer Business partner	Employee Employee candidate Former Employee Other .....
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Within our Company, the department you are in contact with:

Department: .....

Subject: .....

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**5. Subject of Request**

**Please specify your request within the scope of the KVKK in detail:**

[Empty box for specifying the request]

**Applicant  
Name Surname:  
Signature (if written application):**