



ALTINORDU MADENCİLİK SAN. VE TİC. A.Ş.

INTERESTED PERSON APPLICATION FORM

GENERAL EXPLANATIONS

Article 11 of the Law No. 6698 on the Protection of Personal Data ("KVKK" or "Law") regulates the rights of personal data owners or their legal representatives ("**Applicant**" or "**Relevant Person**"), who are defined as the relevant person within the scope of the Personal Data Protection Law No. 6698 ("KVKK" or "Law"), to make requests regarding the processing of personal data.

Pursuant to the first paragraph of Article 13 of the KVKK; applications to be made to **Altınordu Madencilik San. ve Tic. A.Ş. ("Altınordu")**, the data controller, in writing or by other methods determined by the Personal Data Protection Board ("**Board**"). Depending on its nature, your request will be answered **as soon as possible or within thirty days at the latest from the date of receipt by Altınordu Madencilik San. ve Tic. A.Ş.** as soon as possible or within thirty days at the latest. However, if the transaction requires an additional cost, a fee may be charged in accordance with Article 7 of the Communiqué.

APPLICATION METHOD

- **Application by Mail or in Person:** Applicants may apply in person or by mail to Hafta Sokak No:9 Gaziosmanpaşa 06700 ÇANKAYA / ANKARA with the application form filled out and signed by the Applicant and documents certifying their identity.
- **Application via Registered Electronic Mail (KEP):** The application can be signed by the Applicant with the "secure electronic signature" defined in the Electronic Signature Law No. 5070 and sent to altinordumadencilik@hs02.kep.tr.
- **Application via Electronic Mail using Mobile Signature or Secure Electronic Signature:** An application can be made by sending an e-mail to kvkk_altinordu@limak.com.tr by filling out a petition signed by the Applicant with a mobile signature or secure electronic signature, or by filling out the "Application Form".

We remind you that you can get a faster response if you write "Information / Amendment Request within the Scope of the Law on the Protection of Personal Data" on the application envelope or in the subject section of the e-mail.

Applications can also be made through a Notary Public or other legally valid means of verifying identity. It is recommended to comply with the above-mentioned points in the applications to the extent possible, as this will increase the likelihood of the application being concluded positively and in a short time.

APPLICATION FORM

RELATED PERSON INFORMATION	
Name Surname:	
Nationality:	<input type="checkbox"/> Turkey <input type="checkbox"/> Other If other, please specify:
TCKN:	
Passport No / Foreign ID No:	
Address:	
KEP (Registered Electronic Mail) address:	
Electronic mail address:	
Telephone No / Fax No:	

YOUR RELATION WITH ALTINORDU	
<input type="checkbox"/> Altinordu Madencilik Employee / Former Employee	Years of work:
<input type="checkbox"/> Employee Candidate (I shared my resume)	Date of application: Where the application was made and additional explanation, if any:
<input type="checkbox"/> Supplier Official / Employee	Description:
<input type="checkbox"/> Visitor	Description:
<input type="checkbox"/> Shareholder/Partner	Description:
<input type="checkbox"/> Member of Board of Directors	Description:
<input type="checkbox"/> Customer (Product or Service Recipient)	Description:
<input type="checkbox"/> Other	Description:

APPLICATION CONTENT

Applicant Data Controller	<p style="text-align: center;">Altinordu Madencilik San. ve Tic. A.Ş.</p> <p style="text-align: center;">Hafta Sokak No:9 Gaziosmanpaşa 06700 ÇANKAYA / ANKARA</p>
To be submitted within the scope of the application Request Subject	<p><input type="checkbox"/> I would like to learn whether my personal data is being processed.</p> <p><input type="checkbox"/> If my personal data has been processed, I request information regarding this.</p> <p><input type="checkbox"/> I would like to learn the purpose of processing my personal data and whether they are used for their intended purpose.</p> <p><input type="checkbox"/> I would like to learn about the third parties to whom my personal data is transferred domestically or abroad. I want my personal data to be deleted or destroyed or anonymized within the framework of the conditions stipulated by law.</p> <p><input type="checkbox"/> I want my personal data to be corrected due to incomplete or incorrect processing. (Please provide detailed information about the personal data you want to be corrected in the description section)</p> <p><input type="checkbox"/> If changes are made to my personal data upon my request, I want third parties to whom my personal data is transferred to be notified of this.</p> <p><input type="checkbox"/> I demand compensation for the damage I have suffered due to the unlawful processing of my personal data. (Please provide detailed information in the explanation section about which data processing activity, when and how your damage occurred)</p>
<p>REMARKS : <i>The scope of your application must be specific, clear and understandable in order to ensure a healthy response to your application.</i></p>	

ANNEXES:

Please indicate if you are attaching information and documents.

How to respond to your application

*(Any response method **not preferred** in which case the application will be answered in the same manner in which it was submitted)*

I want it sent to be my address.

(By sending to the address specified in the application)

I want it to be sent to my e-mail address specified in the application form.

(We will be able to respond to you faster if you choose the e-mail method)

I want to receive it by hand.

(In case of delivery by proxy, there must be a notarized power of attorney or authorization certificate)

This application form has been prepared in order to respond to your requests accurately, completely and within the time specified in the law. As the data controller, we reserve the right to request additional documents and information (copy of identity card or driver's license, etc.) for identification and authorization in order to prevent unauthorized persons from accessing personal data unauthorizedly by making an application and to ensure the security of your personal data. In the event that the information regarding your requests submitted within the scope of the form is not accurate and up-to-date, or if you make an application with false/misleading information or unauthorized application, your application will be rejected and legal action will be taken against the person who made an irregular transaction.

Date:	
Applicant Name Surname:	
Signature: <i>E-signature can be used for applications made via KEP.</i>	
<i>Please send the information about your relationship with the applicant and/or a power of attorney, birth certificate or other relevant document showing your authorization by attaching it to your application.</i>	