

# **ESKA VALVE A.Ş.**

## **APPLICATION FORM TO THE DATA CONTROLLER**

### **1. General Information Regarding the Right to Apply**

In accordance with Article 11 of Law No. 6698 on the Protection of Personal Data ("PDPL"), individuals whose personal data are processed ("Applicant"), as defined in the PDPL, are entitled to make the following requests concerning the processing of their personal data:

- (a) To inquire whether their personal data are being processed,
- (b) To request information regarding the processing of their personal data,
- (c) To learn the purpose of processing and whether their data are utilized in line with such purposes,
- (d) To be informed of the third parties, whether domestic or foreign, to whom their personal data have been transferred,
- (e) To request rectification of personal data in case of incomplete or inaccurate processing and to request notification of such rectification to the third parties to whom the data have been transferred,
- (f) If the processing of personal data has been carried out in compliance with PDPL and other applicable laws, to request the deletion, destruction, or anonymization of personal data in cases where the reasons for processing no longer exist, and to request notification of such actions to third parties to whom the data were transferred,
- (g) To object to the occurrence of an unfavorable outcome resulting from the analysis of their processed data solely through automated systems,
- (h) To claim compensation for damages incurred due to the unlawful processing of personal data.

This application form has been drafted to establish your relationship with ESKA VALVE A.Ş., identify the personal data processed by the data controller, and respond to your application within the legally mandated timeframe. To safeguard your personal data and prevent unauthorized data transfers, ESKA VALVE A.Ş. may request additional information for verification and authentication purposes. In order to mitigate legal risks arising from unauthorized or improper data sharing and to ensure the security of your personal data, our Company reserves the right to request supplementary documents or information for authentication and verification. If the information provided in the application is incorrect, outdated, or submitted by an unauthorized party, our Company bears no liability for any claims arising from such inaccuracies or unauthorized applications.

Pursuant to Article 7 of the Communiqué on the Procedures and Principles for Applications to the Data Controller, if a written response is provided to the Applicant's request, no fee shall be charged for responses up to ten pages. For each page exceeding ten, a transaction fee of 1 Turkish Lira may be applied. Should the response be provided in a recording medium such as a CD or flash memory, a fee may be charged up to the cost of the recording medium.

## 2. Application Method

In accordance with Article 13 of Law No. 6698 and Article 5 of the Communiqué on the Procedures and Principles for Applications to the Data Controller, you may submit your requests concerning your rights specified herein either in writing or via your registered electronic mail (KEP) address, secure electronic signature, mobile signature, or an e-mail address previously provided to us and recorded in our system.

You may forward your application to our Company through one of the following methods:

<b>Application Method</b>	<b>Information to be specified in the application submission</b>	<b>Application Address</b>
In-Person Submission (Applicant personally applies with an identity document)	The phrase "Request for Information Under the Law on the Protection of Personal Data" must be indicated on the envelope.	Sakarya 1. Organize Sanayi Bölgesi 11. Cadde No: 6-8 Arifiye / Sakarya
Notification via Notary Public	The phrase "Request for Information Under the Law on the Protection of Personal Data" must be stated on the notification envelope.	Sakarya 1. Organize Sanayi Bölgesi 11. Cadde No: 6-8 Arifiye / Sakarya
Application via Mobile Signature or E-mail (Using the e-mail address previously notified to and registered with the data controller)	The subject line of the e-mail must state: "Request for Information Under the Personal Data Protection Law".	PDPL@eskavalve.com

ESKA VALVE A.Ş. reserves the right to request additional information and implement necessary verification measures to confirm the identity of the Applicant in applications submitted via e-mail.

Pursuant to the second paragraph of Article 13 of the PDPL, applications submitted to our Company will be responded to in writing or electronically within thirty (30) days from the date of receipt or notification, depending on the nature of the request.

### **3. Identity and Contact Details**

#### **A. Applicant's Contact Details**

Full Name:

Turkish Identification Number / Passport Number (for Foreign Nationals):

Residential or Workplace Address for Notifications:

Telephone Number:

Fax Number:

E-mail Address:

Your Affiliation with Our Company:

Visitor

Customer

Business Partner

Employee

Job Applicant

Former Employee

Other (Please specify)

#### 4. Subject of Request

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

Please indicate your preferred method for receiving our response to your application:

- ☐ I request that it be sent to my address.
- ☐ I request that it be sent to my e-mail address.
- ☐ I request that it be sent to my fax number.
- ☐ I prefer to collect it in person. (If collected by a representative, a notarized power of attorney or authorization certificate must be provided.)

I hereby declare and undertake that the information and documents provided in this application are accurate and up to date. I acknowledge that your Company may request additional information to process my application and that, should my request incur additional costs, I may be required to pay the fee determined by the Personal Data Protection Board.

Applicant (Data Subject)

Full Name:

Date of Application:

Signature:

