

1 APPLICATION FORM

Personal data owners that are defined as relevant persons in the Law on the Protection of the Personal Data no. 6698 (“KVK Law”) (hereinafter “**Applicant**”) are accorded certain rights to make request regarding the process of the personal data in Article 11 of KVK Law.

Pursuant to first paragraph of article 13 of KVK Law; the applications made to WOW Hotels & Convention Center (“**WOW**”) in its capacity as data controller regarding such rights are required to be submitted in writing or by other methods determined by the Board of Protection of the Personal Data (“**Board**”). Within this scope, the applications made to our company “in writing” are required to be sent to us by following means after printing out this form;

- **By personal application of the Applicant:**

Applicant personally delivers the print-out of this form signed by him/her in an envelope accompanied by a document proving his/her identity to **Yeşilköy Mahallesi, Atatürk Caddesi, No:15-17-19 Bakırköy / Istanbul**, writing “to be submitted to WOW KVKK Committee” on the envelope.)

- **Through the notary public:**

It is sent to **Yeşilköy Mahallesi, Atatürk Caddesi, No:15-17-19 Bakırköy / Istanbul**, writing “to be submitted to WOW KVKK Committee” on the notification envelope.

- **By Registered Electronic Mail (KEP) after signing with “Secure electronic signature”**

Applicant can sign with “secure electronic signature” defined in Electronic Signature Law no. 5070 and send to kvkk@wowhotelsistanbul.com electronic mail address with the subject “ KVK Law Information Request “.

Besides, after the other methods are determined by the Board, our company will announce how the applications will be received by such methods. Your applications submitted to us will be replied within thirty days from the date of receipt of your request depending on the nature of the request pursuant to paragraph 2 of article 13 of KVK Law.

FORM

NAME/SURNAME	
R.T. PERSONAL NO: PASSPORT NO IF FOREIGNER:	
PHONE NUMBER	
ADDRESS:	
E-MAIL ADDRESS:	
RELATION WITH WOW <ul style="list-style-type: none"> • Employee, Prospective Employee, Guest, Supplier, Visitor etc. 	
SUBJECT OF REQUEST: Please mark the most appropriate option for your request. (✓)	<ul style="list-style-type: none"> • I would like to learn whether my personal data is processed (). • If my personal data is processed, I demand information in relation to it (). • I would like to learn the purpose of such personal data processing and whether such data processing is suitable for its purpose (). • I would like to know the third parties at home or abroad to or with whom my personal data is transferred or shared (). • I request the correction of my personal data which is processed incompletely or incorrectly (). • I would like to have my personal data deleted (). • I would like to have my personal data corrected also by the third parties to and with whom my personal data is transferred and shared (). • I would like to have my personal data deleted also by the third parties to and with whom my personal data is transferred and shared (). • I am in the opinion that a result has arisen against me as a result of analyzing my personal data processed

	<p>exclusively by automatic systems and I would like to object to such result ().</p> <ul style="list-style-type: none"> I have incurred loss due to illegal processing of my personal data and I request the compensation of such loss (). <p><i>Note: (Please write the illegal situation in the explanations section and send the supporting documents).</i></p>
<p>EXPLANATIONS REGARDING THE REQUEST:</p> <ul style="list-style-type: none"> Please write in detail all subjects you would like to explain and learn regarding your request and attach your supporting documents if any. 	
<p>MEANS OF SENDING THE REPLY TO YOUR REQUEST:</p>	<ul style="list-style-type: none"> Please send to my address (). Please send to my e-mail address (). I would like to receive by hand (). <p><i>**Please remember that if somebody else will receive it on your behalf by proxy, notarized power of attorney or authorization letter should be available for the person who will receive.</i></p>

This application form has been issued in order to reply to your application correctly and within legal period after confirming your relation with WOW and determining your personal data processed by WOW, if any, completely. WOW reserves the right to request additional documents and information (Identity card or driver's license copy etc.) as proof of identity and authority in order to eliminate the legal risks which may arise from illegal and unjust data sharing and especially to ensure the security of your personal data. In case the information regarding your requests submitted in the form is not correct or current or in case of making an unauthorized application, WOW does not assume any responsibility due to such incorrect information or for the requests originating from unauthorized applications.

APPLICANT

Name/Surname:

Application Date:

Signature: