

BRİSA BRIDGESTONE SABANCI LASTİK SANAYİ VE TİCARET A.Ş. DATA SUBJECT APPLICATION- GENERAL EXPLANATIONS

Pursuant to Article 11 of the Law No. 6698 on the Protection of Personal Data ("**Law**"), a data subject has certain rights regarding his/her personal data.

The following application form must be completed clearly and completely and forwarded to us in order to exercise your rights as a data subject.

You can submit this form in writing or by using your registered electronic mail (KEP) address, secure electronic signature, mobile signature, or your e-mail address that you have previously notified us and registered in our system.

You can deliver a signed copy of the form to Kısıklı Cad. Şehit Teğmen İsmail Moray Sok. No:2-1 Üsküdar-İstanbul in person together with the documents substantiating your identity, send it via notary public or with the other aforementioned methods or send your application form to 0187002389400013@hs0X.kep.tr address with secure electronic signature. In case you submit your request via e-mail, we request you to write the subject of the e-mail as "**Data Subject Application**" so that we can recognise your application immediately.

E-mail: kvk@brisa.com.tr

Address: Kısıklı Cad. Şehit Teğmen İsmail Moray Sok. No:2/-1

Proof of Identity

Documents substantiating your identity and, if you are applying on behalf of any other person, documents showing that you are authorised to represent that person must be submitted to us together with the application form. The documents that will identify you, may be copies of documents such as your identity card, passport, etc. If you are applying for and on behalf of another person, the documents showing that you are authorized to submit an application, shall be a document showing that you are parent/ legal guardian of the data subject, proxy letter, etc. The aforementioned documents shall be accepted only when they are issued and approved by the competent authorities.

Application Fee

The requests in your application will be responded free of charge. However, fees specified in the tariff set by the Board may be charged in case any cost is incurred during the processing of application. Accordingly, if your application is to be responded in writing, no application fee is charged for up to ten pages. Application fee of TRY 1 may be collected for each page above ten pages. On the other hand, in case application is responded in a recording media, the fee shall not exceed the cost of such media device. If your application is due to our fault, the fee will be refunded to you.

Response Time and Type of Respond

Depending on the nature of your request, your request will be accepted as soon as possible and latest within thirty days or it will be rejected by explaining the reason. Necessary actions are taken in case your request is accepted.

APPLICATION FORM

1. IDENTIFICATION AND CONTACT INFORMATION OF THE DATA SUBJECT

Fields marked with (*) are compulsory fields. Foreigners who are not Turkish citizens should write their nationality and passport number.

Name - Surname*	
T.R. Identification No (nationality and passport no for foreigners.)*	
Date of Birth*	
Telephone Number*	
Address*	
E-mail*	
Your Relationship with Our Company	(Employee, employee candidate, former employee, third party company's employee, business partner, etc.)
Brisa Employees and Former Employees	(If you are a current or former Brisa employee, please indicate your position and dates of employment)

Proof of Identity*

I attach a copy of the following documents to my application to prove my identity:	
Identity Card <input type="checkbox"/>	Driving License <input type="checkbox"/> Passport <input type="checkbox"/>
If none of the documents are available, please contact kvk@brisa.com.tr .	

2. INFORMATION ON SELECTION OF THE RIGHT TO BE EXERCISED BY THE DATA SUBJECT

Please mark the box/boxes next to the phrase that is consistent with your request

<input type="checkbox"/>	I would like to get information as to whether personal information is processed or not;
--------------------------	---

	If my personal data are processed, I request information on the data processing activities.
	If my personal data are processed, I would like to know the purpose of processing and whether the data is used in compliance with the purpose of processing or not.
	If my personal data is transferred to the third persons in the country or abroad, I would like to know about these third persons.
	I believe my personal data is processed incompletely or inaccurately and I request rectification thereof.
	I would like my personal data to be deleted or anonymized even though they are processed in accordance with the law and applicable legislation.
	I would you to procure rectification before the third persons that are transferred my personal data which I believe is processed incompletely and inaccurately.
	I would like to procure deletion or anonymization also before the third persons in connection with my personal data subject to the request of deletion and anonymization.
	I believe that your Company analyses my personal data exclusively through automatic systems and these analyses lead to an adverse result for me. I hereby object to that result.
	I claim compensation of losses and damages that may arise from illegal processing of my personal data

3. EXPLANATION ABOUT THE INQUIRY

Please provide details on your inquiry and personal data subject to your request in accordance with the Law.

.....

.....

.....

.....

.....

.....

4. ANNEXES

Please specify if there is any document substantiating your application.

.....

.....

.....

5. PLEASE SELECT A METHOD FOR SENDING OUR RESPONSE REGARDING YOUR APPLICATION*:

- ☐ Please send to my address by mail.
- ☐ Please send to my e-mail address in electronic format.

(We can respond to you faster if you choose this method. Some files may be too large to be transmitted electronically and we may need to deliver them on CD; in such a case we will keep you informed).

*Please note that if you ask us to send the information to your address or e-mail address, we will take every precaution to ensure that it is delivered to you correctly. However, Brisa may not be held responsible for situations such as loss of information in the mail, third parties receiving the application response due to reasons such as you providing us with incorrect contact information, or delivery of the mail to individuals in your household or opening of the mail by third parties other than you. Loss or misdelivery may cause you suffer losses if the information is of a special category.

6. CONFIDENTIALITY

Brisa will keep the information provided for the data subject to exercise his/her right to apply and will share this information with legally authorised persons and institutions only when necessary. The personal data you provide with your application will be stored and securely destroyed for as long as necessary in accordance with the Brisa retention and destruction policy.

7. STATEMENT

(Please note that any attempt to mislead or deceive regarding the information you have provided, your application may result in prosecution).

I acknowledge that I have read and understood the terms and conditions of the application form and that the information provided in this application belongs to me.

I understand that the Company is required to verify my identity in order to respond to the data subject application.

I understand that more detailed information may be required, in which case I may be required to submit additional documents and papers, in order to determine the correct personal data and to process the request in the most accurate manner.

Data Subject (It is compulsory to complete all fields. *Please leave this field blank if you are applying on behalf of any other person.*)

Name Surname	
Date of Application	
Signature	

A Person Applying for Any Other Person¹ (If you are applying on your own behalf as a data subject, please leave this field blank).

Name Surname	
Date of Birth	
Address	
Telephone No.	
Proof of Identity	<p>In order to prove my identity, I attach a copy of the following documents to my application together with the documents showing that I am authorised to make an application (such as a document showing that the personal data subject is the parent/ guardian, proxy letter).</p> <p>Identity Card <input type="checkbox"/> Driving License <input type="checkbox"/> Passport <input type="checkbox"/></p>
Relationship with the Data Subject	(E.g. parent, legal guardian, etc.)
Approval	<p>I hereby approve that I am authorized to apply for and on behalf of the data subject.</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
Date of Application and Signature:	

¹ If you are applying for and on behalf of any other person, please attach the documents showing that you are authorized to submit an application (document showing that you are parent/ legal guardian of the data subject, proxy letter, etc.) to your application. The aforementioned documents shall be accepted only when they are issued and approved by the competent authorities.