



APPLICATION UNDER THE LAW ON THE PROTECTION OF PERSONAL DATA

Personal data subjects, identified as such in the Law on the Protection of Personal Data No. 6698, have been granted specific rights concerning the processing of their personal data under Article 11 of the Law. In this regard, in order to exercise the rights granted to you under the Law in a lawful manner, you may apply to us by filling out this Application Form and choosing one of the following application methods.

1. Application Methods

You may submit your application form;

- By mail with your identifying documents in a wet signed form,
- Through registered electronic mail,
- By way of secure electronic signature or mobile signature,
- By using your e-mail address registered in our system,

to the relevant address below. Depending on your choice of application method, you may send your application form to the following mail, e-mail or registered e-mail addresses. During the submission of the Application Form, you should write "Information Request about the Law on the Protection of Personal Data" on the envelope or to the subject line of your e-mail.

Tursoy Otelcilik ve Turizm Yatırımları A.Ş.

Mailing address: Değirmen Yolu Cad. Asia Ofis Park No:28 A Blok Kat:1 34752. Ataşehir İstanbul

E-mail address: kvkk@richmondhotels.com.tr

Registered E-mail address: tursoyotelcilik.kvk01@hs02.kep.tr

We will respond to your application as soon as possible, no later than 30 days after we receive it depending on the nature of the request. We will respond you in written or electronic form. In case the information and documents you have sent us are incomplete or unintelligible, we will contact you in order to process your application correctly.

This application form has been prepared to determine your relationship to our company and to provide a complete and accurate representation of your personal data processed by our company, if any, and to enable us to respond to your relevant application accurately and on a timely basis. Our Company reserves the right to request additional documents and information to verify your identity and authorization¹ in order to eliminate the legal risks that may arise from illegal and unfair data sharing, especially to ensure the security of your personal data. Our company does not accept liability for inaccurate data or unauthorized data requests in the event the data in relation to the requests you submit with the form are inaccurate, out-of-date, or originate from an unauthorized request.

¹ If you are applying on behalf of someone else, please send us documents indicating that you are authorized to file an application as an attachment to the application form. These documents must be prepared or authorized by the competent authorities to be considered valid.



APPLICATION FORM UNDER THE LAW ON THE PROTECTION OF PERSONAL DATA

1. Personal Data Subject's Identity and Contact Information

Name:	
Last name:	
TR Identification Number:	
Phone number:	
E-mail address:	
Address:	

2. Describe Your Request

Please provide details of your request about the Law On Protection of Personal Data

The department of our company you are in contact with:	
Your relationship to our company (<i>Customer, Employee, Employee candidate, Third party company employee, Business partner, and so on</i>)	
Subject:	

3. Notification Method

The response to my request should be sent;

- to my address.
- to my e-mail address.
- I want it to be hand-delivered.

I request my application to be evaluated in accordance with Article 13 of the Law on the Protection of Personal Data, and I would like the response to be sent with the notification method I stated above.

Applicant (Personal Data Subject):

Full Name:

Application Date:

Signature: