

ZER MERKEZİ HİZMETLER VE TİCARET ANONİM ŞİRKETİ
DATA SUBJECT ACCESS REQUEST FORM

1. Application Method

You may convey your requests regarding your rights specified under Article 11 of the Personal Data Protection Law no. 6698 (“**Law**”) to Zer Merkezi Hizmetler ve Ticaret Anonim Şirketi (“**Company**”) through one of the methods described below in accordance with Article 13 of the Law and Article 5 of the Communiqué on the Principles and Procedures for the Request to the Data Controller with this form.

	REQUEST METHOD	ADDRESS TO MAKE REQUEST	INFORMATION TO BE SHOWN ON THE REQUEST
1. Request in writing	In person request with wet signed, via notary or cargo/mail	Ünalan Mah. Ayazma Cad. Çamlıca İş Merkezi B. Blok Kat:1 Üsküdar/İstanbul	"Information Request Within the Scope of the Personal Data Protection Law" will be written on the envelope / notification.
2. Request via registered electronic mail (KEP)	via registered electronic mail (KEP) address	zer@zer.hs02.kep.tr	"Personal Data Protection Law Information Request" will be written on the subject of the e-mail.
3. Request via E-mail Address registered in the System of Our Company	via e-mail address registered in the system of our Company	kvk@koczer.com	"Personal Data Protection Law Information Request" will be written on the subject of the e-mail.
4. Request via E-mail Address which is not registered in the System of Our Company	via e-mail address which is not registered in the system of our Company, including mobile signature / e-signature.	kvk@koczer.com	"Personal Data Protection Law Information Request" will be written on the subject of the e-mail.

2. Your identity and contact information

Please fill in the fields below in order for us to contact you and verify your identity.

Name-Surname	:	
TR ID No / Passport No or ID Number for Other Country Citizens	:	
Residential Address / Business Address Where a Notification can be Made	:	
Cellphone No	:	
Telephone No	:	
Fax No	:	
E-mail Address	:	

3. Your Relationship with our Company

Your Relationship with our Company	:	Customer:	<input type="checkbox"/>	Ex-Employee:	<input type="checkbox"/>
				<i>(Please indicate the years that you have worked)</i>	
		Employee:	<input type="checkbox"/>	Vendor / Business Partner:	<input type="checkbox"/>
				<i>(Please indicate the firm you have worked for and your title)</i>	
		Employee Candidate:	<input type="checkbox"/>	Other:	<input type="checkbox"/>
		<i>(Please indicate the date that you shared your CV with us)</i>			

4. Subject of Demand

We kindly request you to clearly explain your demand regarding your personal data below. Information and documents related to the subject should be attached to the request.

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5. Please Select the Notification Method of Our Reply to Your Request

I would like the reply to be sent to my mailing address, which I specified in the 2nd section of my answer.

I would like the reply to be sent to my e-mail address, which I specified in the 2nd section of my answer.

I would like the reply to be sent to my fax number, which I specified in the 2nd section of the Answer.

In line with my abovementioned demands, I kindly ask you to evaluate the request that I made to your Company in accordance with Article 13 of the Law and to inform me on this subject

I hereby declare that my information and documents that I have provided to you in this request are correct and up-to-date and I have been informed that your Company may request additional information in order to finalize my request and that if an additional cost is required, I may have to pay a fee according to the tariff determined by the Personal Data Protection Board.

Data Subject who Made the Request (Data Subject)

Name Surname :

Date of Request :

Signature :