

PERSONAL DATA HOUR APPLICATION FORM

1. General Information

In accordance with Article 20 of the Constitution of the Republic of Turkey, of personal data concerning himself with everyone has the right to demand protection. This right also includes whether a person is informed about personal data about him / her, accessing to this data, requesting correction or deletion thereof, and finding out if it has been used for its purposes.

The Law on the Protection of Personal Data No. 6698 ("the Law on KVK") grants the right to be in a number of requests for the processing of personal data.

Oyster Residences. (Hereinafter referred to as the "Company") shall be conducted in accordance with Article 13 of the KVK Law, through the assessment of the rights of the personal data owners and the necessary information to the personal data owners through the Personal Data Application Form.

2. Application

2.1. Application Issues

In accordance with Article 11 of the Law on Mutual Recognition, every person whose personal data is handled, may be found in the following matters related to the following subjects:

- (1) To learn whether personal data is processed or not,
- (2) Requesting information about personal data if it has been processed,
- (3) Whether or not personal data are used for the purpose of processing and for their intended use learning,
- (4) The third parties to whom personal data are transferred in or out of the country,
- (5) Requesting correction of personal data if it is incomplete or incorrectly processed; and requesting that the process carried out within this scope be notified to the third party to which the personal data is transmitted,
- (6) If the reasons for the processing of personal data are not met, deletion, or anonymization, and to requesting that the transaction be reported to the third party to which the personal data is transmitted,
- (7) By analyzing the processed data exclusively through automated systems, objecting to the appearance of a result against the data owner,
- (8) In case of loss of personal data due to unlawful processing of personal data, demand removal.

2.2. Situations Outside the Scope of the Application

Pursuant to Article 28 of the KVK Law, the rights of personal data owners will not be possible:

- (1) If personal data is not provided to third parties and the data security obligations the family who live in the same household or completely by the real persons, processing within the scope of activities related to their members
- (2) In the event that personal data is anonymized with official statistics, research, planning and statistical processing.
- (3) The protection of personal data, including national defense, national security, public safety, public order, economic security, confidentiality of privacy or personality for the purposes of art, history, literature or scientific purposes, or within the scope of freedom of expression processing.
- (4) The protection of personal data by national defense, national security, public safety, public order or public institutions which are authorized by law and authorized to provide economic security; and preventive and protective activities conducted by the processing.
- (5) In connection with the investigation, prosecution, trial or execution of personal data processing by judicial authorities or execution officials.

According to Article 28 of Article 28 of the Law on KVK, data owners are requested to claim damages it will not be possible for them to claim the rights of personal data owners except for the right:

- (1) Personal data processing is necessary for the prevention of crime or criminal investigation.
- (2) Processing of personal data publicized by the person concerned.
- (3) Based on the authority of the personal data processor authorized by law, institutions and professional organizations in the nature of public institutions, supervision or regulation the conduct of their duties and the need for disciplinary investigation or prosecution.
- (4) In the event that the personal data processor is in a state of economic and financial and is necessary for the protection of interests of the state .

3. Applicant Tool

The application of personal data owners due to the right arising from Law of personal data protection has to be made in writing based on the law's 13th section and by methods determined by the related Personal Data Protection Board:

Application Method	Explanation	Application address
Internet web site	The form that may be found in www.oysterresidences.com address need to be filled out and signed and send either by personal delivery ,post or notary Office .	Oyster Residences Belcekız mah. 224 sok. No:1 Oludeniz –Fethiye ,Mugla
e-mail	Should be send out with secured e-signature	info@oysterresidences.com

* Application should be send with the topic "Information request based on Personal Data Protection"

Name & Surname															
TC ID number / Passport number															
Address															
Telephone number															
Email Adresss															
Relation with Oyster Residences	<table border="1"> <tr> <td><input type="checkbox"/></td> <td>Business Partner</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Candidate employee</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Customer</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Old employee</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Visitor</td> </tr> <tr> <td><input type="checkbox"/></td> <td>3rd party business employee</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Other (pls define)</td> </tr> </table>	<input type="checkbox"/>	Business Partner	<input type="checkbox"/>	Candidate employee	<input type="checkbox"/>	Customer	<input type="checkbox"/>	Old employee	<input type="checkbox"/>	Visitor	<input type="checkbox"/>	3rd party business employee	<input type="checkbox"/>	Other (pls define)
<input type="checkbox"/>	Business Partner														
<input type="checkbox"/>	Candidate employee														
<input type="checkbox"/>	Customer														
<input type="checkbox"/>	Old employee														
<input type="checkbox"/>	Visitor														
<input type="checkbox"/>	3rd party business employee														
<input type="checkbox"/>	Other (pls define)														

5. Requests to be Addressed by Personal Data Owners

Please select your application for personal data from the below subjects :

	Issues to be Requested and Legal Basis	Selection
1	I want to know if your company is processing my personal data. (Article 11/1 (a) of the KVK Law)	
2	I request information about this data processing activity if my personal data is processed.(Article 11/1 (b) of the KVK Law)	
3	If my personal data is being processed, the purpose of this data processing and the purpose of processing I want to know if it is being used properly. (Article 11/1 (c) of the KVK Law)	
4	My personal data is transferred to third parties at home and / or abroad I am requesting information about the third parties.(Article 11/1 (d) of the KVK Law)	
5	If your company / personal data is missing or misleading to third parties I request that my personal data processed be corrected.(In case of request, your personal data transmission of correct and supplementary information / documents needed for correction) (Article 11/1 (d) of the KVK Law)	
6	What causes my personal data to be processed and in this frame my personal data; - Delete it <input type="checkbox"/> - Anonymization <input type="checkbox"/> I demand. (specify your choice by placing an x). (Article 11/1 (e) of the KVK Law)	
7	My personal data that I think is missing or incorrectly processed (Claim No: 5) I also want to be corrected by third parties. (Article 11/1 (f) of the KVK Law) My personal data that I think is missing or incorrectly processed (Claim No: 5) in the presence of the third persons; - Delete it <input type="checkbox"/> - Anonymization <input type="checkbox"/>	

	I demand. (specify your choice by placing an x). (Article 11/1 (f) of the KVK Law)	
8	Analyzing my personal data exclusively through automated systems I object to the consequences as disagreement (Article 11/1 (g) of the KVK Law)	
9	The damage I am suffering from my personal data being processed in violation of the law I demand that it be removed and compensated (Article 11/1 (h) of the KVK Law)	

6. The Procedure and Period for Responding to Our Applications

In accordance with Article 13 of the Corporate Tax Law, our Company shall endeavor to submit application requests to the Company that the personal data owner has made to our Company, free of charge within 30 (thirty) days as soon as possible in accordance with the nature of the claim. However, if the transaction also requires a cost, the fee set forth in the Charter may be claimed from the personal data holder.

In order to ensure the security of your personal data, our Company will be able to request information from the applicant for identification and authorization purposes.

The personal data owner's application may be rejected in the following cases:

- (1) Blocking the rights and freedoms of other persons
- (2) Disproportionate effort required
- (3) The knowledge of the public is a clear information
- (4) To take someone's privacy in danger
- (5) The existence of one of the cases excluded from the scope of the Law on Regulations (see 2.2)

Please notify us of your response to our application for your application specify your preference:

1	To be send to may address	
2	I want to take delivery by hand. (In the case of receipt by proxy, notarized power of attorney or authority document must be presented.)	
3	To be send to my email address	

7. Personal Data Owner right to claim to Personal Data Protection Board

According to Article 14 of the Law on KVK, rejection of the application, inadequate response or not responding to the application in the course of their personal data owner, our company's response within thirty (30) days from the date of the learning and in any case within 60 (sixty) days from the date of application raise a complaint to the board.

Complaints to the Board will not be possible without an application to our Company.

Personal Data Holder (Applicant's):

Name and surname:

Application date:

Signature:

Contact information: