

## PERSONAL DATA APPLICATION FORM

Personal data subjects defined as “relevant persons” in the Law on the Protection of Personal Data no. 6698 (“LPPD”) (“Applicants”) are given rights to make certain requests towards the data controller in connection with the process of their personal data under Article 11 of the LPPD.

Pursuant to Article 13 of the LPPD, applications for the exercise of such rights shall be submitted in writing to SIXT Turkey, which acts as the data controller (hereinafter referred to as “Our Company”) for the use of such rights.

In this respect, you can print out and submit this application form to us for applications to our Company. Accordingly, the table below describes application methods that can be used to finalize your applications quickly. Notwithstanding the foregoing, we also accept other application options described in Article 5 of the Communique on Terms and Procedures for Application to Data Controllers.

<b>Application Method</b>	<b>Address to which application is to be sent</b>	<b>Information to be provided when the application is sent</b>
Personal application (where the applicant pays a personal visit or applies via mail by also sending documents verifying his ID)	Ankara Cad. 283/1 Sok. No: 2 Kavuklar Plaza K:1 D:201 Bayraklı / IZMIR	The following shall be written on the envelope: “Information Request under the Law on The Protection of Personal Data”
Delivery via notary public	Ankara Cad. 283/1 Sok. No: 2 Kavuklar Plaza K:1 D:201 Bayraklı / IZMIR	The following shall be written on the envelope: “Application under the Law on The Protection of Personal Data”
Via registered electronic mail which shall have been notified by the relevant person in advance and is available in our Company’s system	<a href="mailto:info@sixt.com.tr">info@sixt.com.tr</a>	The following shall be written on the subject line of the e-/mail: “Information Request under the Law on The Protection of Personal Data”

## EXCLUDED MATTERS

As the circumstances below are not covered by the LPPD, there shall be no right to make applications concerning them:

- a) process of personal data for activities committed by real persons in connection with the applicant or his family members living in the same household, provided that such data shall not be disclosed to third parties and obligations regarding data security are complied with;
- b) Process of personal data for research, planning and statistical purposes by anonymizing them through official statistics;
- c) Process of personal data for the purposes of art, history, literature or science or freedom of expression, provided that such process shall not jeopardize national defence, national security, public security, public order, economic security, privacy of personal life or personal rights or shall constitute a crime;
- d) Process of personal data for preventive, protective or intelligence-related operations run by public agencies and institutions licensed under the law in order to secure national defence, national security, public security, public order or economic security;
- e) Process of personal data by judicial or enforcement authorities for investigation, prosecution, trial or enforcement proceedings.

Only the right to claim damages may be exercised in circumstances below where:

- a) Personal data processing is required to prevent or to investigate a crime, ·
- b) Processing of personal data which have been made public by the personal data subject,
- c) Processing of personal data is necessary by public authorities and professional organizations with public institution status exclusively authorized by the relevant laws for audit or supervision purposes or for disciplinary investigations or prosecutions, or
- d) Personal data processing is necessary to protect the state's economic or financial benefits for budgeting, taxation or financial matters.

## APPLICANT DETAILS:

Name	:
Surname	:
Turkish Republic ID no	:
Phone Number	:
E-mail	:
Address details if the applicant wishes to have the answer sent to his address:	

## YOUR RELATION WITH OUR COMPANY:



**TIME TO RESPOND TO THE APPLICATION, AND OTHER INFORMATION:**

Our Company shall finalize requests in the application free of charge and at the latest within thirty days depending on the nature of the request.

As set out in Article 7 of the Communique on Terms and Procedures for Application to Data Controllers, in case a written answer is given, no fee shall be charged for up to ten pages; however, 1 Turkish lira transaction fee may be charged per one page exceeding ten pages.

**METHOD TO SEND YOU THE RESPONSE TO YOUR APPLICATION:**

<input type="checkbox"/> I request that it should be sent to my address above.
<input type="checkbox"/> I request that it should be e-mailed to my e-mail above.
<input type="checkbox"/> I want to receive it personally. (Where a representative of you is to receive it, a notarized power of attorney or letter of authorization should be presented.)

This application form is hereby executed to identify your relation with our Company, to determine your personal data processed by our Company exactly and to respond to your application in a correct manner and on a legally timely basis. In order to avoid any legal risks that may arise from an unlawful data sharing, in particular, to ensure the security of your personal data, our Company may demand additional data to verify ID and authority. In case such data about your request that you send us in this Form are not correct and current, or an unauthorized application is made, our Company shall disclaim any liability that may arise from claims due to wrong data or unauthorized application in question.

**Applicant's**

**Name Surname:**

**Application Date:**

**Signature:**