

IC GAYRİMENKUL YATIRIM ORTAKLIĞI ANONİM ŞİRKETİ
APPLICATION FORM PURSUANT TO THE PERSONAL DATA PROTECTION
LAW

I. GENERAL INFORMATION

Article 11 of the Personal Data Protection Law No. 6698 (“**Law**”) grants certain rights to individuals whose personal data are processed (“**Applicant**”). Pursuant to Article 13/1 of Law, applications to be submitted to IC Gayrimenkul Yatırım Ortaklığı Anonim Şirketi (“**Company**”), acting as the data controller, regarding the exercise of these rights must be conveyed in writing or through other methods determined by the Personal Data Protection Board (“**Board**”). Within this scope, written applications to be submitted to our Company in Turkish may be transmitted to us by printing out this form and submitting it through the procedures set out below.

II. APPLICATION PROCEDURE

Applications to our Company shall be submitted in accordance with the Law and the provisions of the Communiqué on the Principles and Procedures for the Request to the Data Controller, published on 10.03.2018, as well as the relevant current legislation, by using this application form available at <https://icgyo.com.tr/tr/kvkk-basvuru-formu>. Applications may be made through the following methods;

- a. By submitting a wet-ink signed written application in person to the address Maslak Mahallesi, Büyükdere Caddesi No:255 Sarıyer/İstanbul, or by sending a written request to the same address through a notary public,
- b. By sending an e-mail via Registered Electronic Mail (REM) to the address icgayrimenkul@hs01.kep.tr.

Information regarding the specific application channels through which your requests may be submitted to us is provided below.

Application Method	Address for Submission (<i>in case of an address change, the most recent address published in the trade registry gazette shall apply</i>)	Information to Be Indicated During Submission
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In-Person Application (Applicant personally appears and submits the application together with an identity document)	Maslak Mahallesi, Büyükdere Caddesi No:255 İç Kapı No:103 Sarıyer/İstanbul	The notification envelope must bear the statement: “Information Request Under the Personal Data Protection Law”.
Notification via Notary Public	Maslak Mahallesi, Büyükdere Caddesi No:255 İç Kapı No:103 Sarıyer/İstanbul	The notification envelope must bear the statement: “Information Request Under the Personal Data Protection Law”.
Registered Electronic Mail (REM)	icgayrimenkul@hs01.kep.tr	The subject line of the e-mail must include: “Information Request Under the Personal Data Protection Law”.

If a request is to be submitted by a person other than the data subject, a notarized special power of attorney issued by the data subject specifically authorizing the individual who will make the application must be provided.

III. REQUESTS OF THE APPLICANT

The rights that you may request from our Company, acting as the data controller, pursuant to Article 11 of the Law, are set out below. Applications submitted to our Company shall be responded to within no later than thirty days from the date of receipt of your request, depending on the nature of the request, in accordance with Article 13/2 of the Law. However, if responding to your request requires an additional cost, a fee may be charged in accordance with the tariff determined by the Board. Our responses will be delivered to you in writing or electronically, in compliance with Article 13 of the Law.

a. Contact Information of the Applicant

Name/Surname	
Turkish Identification Number / For non-Turkish citizens:	

nationality, passport number or identification number (if any)	
Phone Number	
E-mail (Providing this information will enable us to respond to your request more quickly)	
Address (residential or workplace address for notification purposes)	

b. The Applicant's Relationship with Our Company (Customer, business partner, job applicant, former employee, employee of a third-party company, shareholder, etc)

<input type="checkbox"/> Customer	<input type="checkbox"/> Business Partner
<input type="checkbox"/> Visitor	<input type="checkbox"/> Other
Department you are in contact with within our Company: Subject:	

<input type="checkbox"/> Former Employee Years of Employment:	<input type="checkbox"/> Job Applicant/Person who submitted a CV Date:
<input type="checkbox"/> Other	<input type="checkbox"/> Employee of a Third-Party Company Name of the company and position:
Department you are in contact with within our Company: Subject:	

c. The Applicant's Request under the Personal Data Protection Law

d. Please select the method by which you would like to receive our response to your application.

- I would like it to be sent to my address.
- I would like it to be sent to my e-mail address. *(Selecting this option will allow us to respond to you more quickly.)*
- I would like to receive it in person. *(f the response will be received through an attorney/representative, a notarized power of attorney or authorization document must be provided.)*

This application form has been prepared for the purpose of identifying your relationship with our Company and, if applicable, determining in full the personal data processed by our Company, so that we can provide an accurate response to your request within the legal time frame. In the event that the information you provide regarding your request is incorrect or not up to date, or if an unauthorized application is submitted, our Company shall not be liable for any claims arising from such incorrect information or unauthorized applications.

Applicant:

Name - Surname:

Date of Application:

Signature:

WARNING: Applications must be submitted personally by the individual concerned. Applications cannot be made on behalf of a spouse, relative, child, or any other third party. In

order to prevent any legal risks that may arise from unlawful or unauthorized data sharing and, in particular, to ensure the security of your personal data, our Company reserves the right to request additional documents and information for the purposes of verifying your identity and authority (such as a copy of your identification card or driver's license).