

MESA MESKEN İNŞAAT A.Ş.
INFORMATION APPLICATION FORM

As Mesa Mesken İnşaat A.Ş ("**Mesa Mesken**"), especially the protection of fundamental rights and freedoms, the protection of privacy related to private life, the maintaining and protection of information security and respect for ethical values take place among our primary principles. Article 11 of the Law on the Protection of Personal Data No. 6698 ("**KVKK**") titled "Rights of the Relevant Person" gives data owners the right to make certain requests regarding the processing of their personal data. Our Company, as the Data Controller, has prepared this information application form in order to ensure that the Relevant Persons use these rights and to fulfill its disclosure obligation included in Article 10 of the KVKK.

Pursuant to Article 11 of the KVKK, you can exercise the following rights by applying to Mesa Mesken and filling out the attached form:

- a) You can find out whether your personal data has been processed,
- b) If your personal data has been processed, you can request information about it,
- c) You can learn the purpose of processing your personal data and whether they are used in accordance with their purpose,
- d) You can learn about the third parties to whom your personal data is transferred at home or abroad,
- e) In the event that your personal data is processed an incomplete or incorrect way, you can request correction of them,
- f) You can request the deletion or destruction of personal data within the framework of the conditions stipulated in Article 7 of the KVKK,
- g) You may request to be informed about the transactions carried out in accordance with clauses (e) and (f) and the third parties to whom personal data are transferred,
- h) You can object to the occurrence of a result against you by analyzing the processed data exclusively through automated systems, and
- i) If you are exposed to any damage due to the processing of your personal data in violation of the KVKK, you can request compensation for the damage to which you have been exposed.

In accordance with Article 13 of the KVKK, data owners must submit their requests in writing to our Company or by other methods determined by the Personal Data Protection Board ("**Board**"). In this context, applications to be made to our Company can be submitted to us free of charge by means of taking a printout after this form fills out and means of choosing one of the four methods written below.

No.	Application Method	Address to Application	Matters to be Fulfilled
1	The data owner can apply in person by coming to our Company (It is compulsory for the data owner to bring along the necessary documents proving his/her identity).	Ihlamur Cad., No:2 Çayyolu, Çankaya/Ankara	“Information Request for Personal Data Protection” should be written on the envelope.
2	Notification via notary	Ihlamur Cad., No:2 Çayyolu, Çankaya/Ankara	“Information Request for Personal Data Protection” should be written on the notification envelope.
3	By signing with the "Secure electronic signature" defined in the Electronic Signature Law No. 5070 and via Registered Electronic Mail (KEP).	mesameskeninsas@hs01.kep.tr	The subject of the e-mail should be "Information Request for Personal Data Protection Law".
4	By e-mail	It must be submitted in writing using your e-mail address, which has been previously notified to our Company and registered in our Company's system.	The subject of the e-mail should be "Information Request for Personal Data Protection Law".

It is not possible for third parties to exercise their right to receive information regulated in Article 11 of the KVKK on behalf of data owners. In order for the data owner to make a request regarding personal data related to a person other than himself/herself, in relation to the subject the signed and notarized original of the special power of attorney issued by the data owner on behalf of the applicant must be submitted.

If the transaction requested by the Relevant Persons requires an additional cost, the fee in the tariff determined by the Personal Data Protection Board will be charged by our Company.

Your applications submitted to us will be answered within thirty days from the date of receipt of your request by our Company, depending on the nature of the request in accordance with Article 13/2 of the KVKK. Our answers will be delivered to you in writing or electronically in accordance with Article 13 of the KVKK.

Data Controller:

Mesa Mesken Construction Co. Inc.
No:2 Çayyolu, Cankaya/Ankara
Phone : +90 312 291 50 00
Fax: +90 312 291 09 99

Ankara Trade Registry Office/ registration number: 479300
www.mesa.com.tr

INFORMATION APPLICATION FORM

Please fill in the table below.

Name:	
Surname:	
TR Identity Number:	
Phone number:	
Email:	
Address:	
Your business relationship with our company (<i>Customer, business partner, employee candidate, former employee, third party company employee, shareholder, etc.</i>)	
The unit with which you establish communication within our company:	
Attach the explanation regarding your application and the documents regarding your request to this form (<i>Please specify your request within the scope of KVKK in detail</i>):	
Please indicate your preference regarding the response to your application:	<input type="checkbox"/> I want you to send it to my address. <input type="checkbox"/> I want you to send it via an e-mail . <input type="checkbox"/> I want to receive it by hand .

This application form has been prepared in order to determine your relationship with our Company, to determine your personal data, if any, processed by our Company, and to respond to your relevant application correctly and within the legal period. In order to eliminate the legal risks that may arise from unlawful and unfair data sharing and especially to ensure the security of your personal data, our Company reserves the right to request additional documents (identity card, etc.) for identification and authorization. In the event that the information regarding your requests submitted within the scope of the form is not accurate and up-to-date or an unauthorized application is made, our Company does not accept responsibility for the requests arising from such incorrect information or unauthorized application.

In addition, except when necessary in accordance with the nature of the work done, please do not share documents/information containing personal data. If there is personal data in the submitted documents, please delete the relevant personal data from the document in question or share it by anonymizing it. Although it is not required due to the nature of the business, we have no responsibility for the personal data that you share.

Applicant (Personal Data Owner) :
Name & Surname :
Application Date :
Signature :