REQUEST UNDER THE PERSONAL DATA PROTECTION LAW

Individuals defined as "data subjects" under the Personal Data Protection Law No. 6698 ("the Law") are granted certain rights regarding the processing of their personal data under Article 11 of the Law. Pursuant to the first paragraph of Article 13 of the Law, the data controller, located at Taşdelen Mah. Atabey Cad. No:9-
1, Çekmeköy-Istanbul, with the KEP addressyilmazmakine@hs02.kep.tr , and registered with the Anatolia Corporate Tax Office under number 9660294072, Yılmaz Makine Sanayi ve Ticaret Anonim Şirketi (**"Yılmaz** Makine" or "the Company"), must be submitted to us in writing or through other methods determined by the Personal Data Protection Board ("the Board"). In this context, "written" requests submitted to the Company must be submitted by printing this form and submitting it in person, through a notary public, or by signing it with a "secure electronic signature" as defined in the Electronic Signature Law No. 5070 and sending it to the Company's registered email address. Below, you will find detailed information regarding the specific channels through which written applications may be submitted to us.

Application Method	**Address for Submission**	**Information to Be Included in the Submission**
In Person Application (The must be submitted in person by the applicant, who must present a valid form of identification)	Taşdelen Mah. Atabey St. No. 9-1, Çekmeköy, Istanbul	The envelope must be marked with the following: "Request for Information Request " must be written on the envelope.
Notary via notification	Taşdelen Mah. Atabey St. No. 9-1, Çekmeköy, Istanbul	The service envelope must be labeled "Request for Information Request " must be written on the service envelope.

Secure Electronic Signature	yilmazmakine@hs02.kep.tr	In the subject line "Request for Information Request" in the subject line
The	verisorumlusu@yilmazmachine.com.tr	In the subject line "Request for Information Request" in the subject line

In accordance with the second paragraph of Article 13 of the Law, requests submitted to us will be responded to within thirty (30) days from the date the request is received by us via one of the methods specified above, depending on the nature of the request. Our responses will be delivered to the applicant in writing or electronically, as required by the provisions of Article 13 of the relevant Law. If the request incurs additional costs, in accordance with the "Communication on the Procedures and Principles for Applications to the Data Controller" published by the Board, a processing fee of 1 Turkish Lira will be charged for each page exceeding ten pages; if the response to the request is provided on a storage medium such as a CD or flash drive, any fee requested by the data controller shall not exceed the cost of the storage medium.

Third parties may not submit requests on behalf of data subjects. For a person other than the data subject to submit a request, a special power of attorney issued by the data subject authorizing the person to act on their behalf, along with documents verifying the person's identity, must be provided.

To ensure this application form is completed fully and accurately, the following information must be provided: First name, last name; for citizens of the Republic of Turkey, the Turkish ID number; for foreign nationals, nationality, passport number, and/or ID number; address for service of process; phone number; email address; and the subject of the request. In addition, information and documents related to the subject of the application must be attached to the form, and the application must be submitted in Turkish.

In accordance with Article 11 of the Law, by submitting a request to our Company, you may:

a) Find out whether your personal data has been processed,

b) Request information regarding the processing of personal data if it has been processed,

c) Request data processing purpose and the purpose in ,

c) To know the third parties to whom personal data has been transferred, whether within the country or abroad,

d) Requesting the correction of personal data if it has been processed incompletely or incorrectly,

e) To request the erasure or destruction of personal data, to be evaluated in accordance with the principles of purpose, duration, and legitimacy,

f) To request that third parties to whom your personal data has been transferred be notified of any corrections, erasures, or destruction of your personal data,

g) To object to a decision made solely through the automated processing of your personal data that adversely affects you,

ğ) You have the right to request compensation for damages incurred as a result of the unlawful processing of your personal data.

I. Information regarding the identification of the applicant and communication with the applicant regarding their request:

First Name and Last Name	
Turkish ID Number (***If you are not a citizen of the Republic of Turkey, your passport number/foreign ID number and your nationality***)	
Address	
Phone Number	
Email Address	

II. Comments regarding your relationship with our company:

Please specify your relationship with our company (e.g., customer, business partner, supplier, dealer, employee, job applicant, former employee, employee of a third-party company, visitor, shareholder) and fill out the relevant sections.

□Customer □Visitor	□Business Partner/Supplier/Dealer □Other (*please specify*):
Department you are in contact with within our company:	
□Former Employee Years Employed:	□Job Applicant □Date I Submitted a Job Application/Resume:
□Current Employee Position and department information:	□Third-Party Company Employee Company and position you hold:

III. Please specify in detail your request under the Personal Data Protection Law, including the type of data you wish to obtain, the method of transfer, the application, and the business process:

VI. Please select how you would like to be notified of our response to your request

□ **I would like it sent to my address.**

□ **I would like it sent to my email address:** □ **I would like to pick it up in person.**

(If the response is to be received by a representative, a notarized power of attorney or authorization document is required.)

IV. Explanations

This application form has been prepared to identify your relationship with our Company, to fully identify any personal data processed by our Company, if applicable, and to ensure that your application is answered accurately and within the legally prescribed timeframe. To mitigate legal risks arising from unlawful or unjustified data sharing and, in particular, to ensure the security of your personal data, our Company reserves the right to request additional documents and information (such as a copy of your ID card or driver's license) for the purpose of verifying your identity and authorization. If the information provided regarding your requests through this form is inaccurate or out of date, or if an unauthorized request is submitted, our Company assumes no liability for any claims arising from such incorrect information or unauthorized requests. The personal data you share in this form will be processed solely for the purposes of evaluating and resolving your request under the Law, managing the entire related process, and contacting you for these purposes. Depending on the nature of your request, it may be transferred to our attorneys, our business partners and service providers offering services in the areas of complaint management, quality control, auditing, and risk analysis, as well as to public institutions and private individuals authorized by law.

VI. Declaration

In accordance with the Personal Data Protection Law, I request that my application be processed within the framework outlined above, and I hereby acknowledge, declare, and undertake that the information and documents provided in this form are accurate, up-to-date, and belong to me.

First Name-Last Name	
Date	
Signature	