

RTW BİLİŞİM VE DANIŞMANLIK ANONİM ŞİRKETİ
APPLICATION FORM FOR THE DATA SUBJECT

1. Application Method

In accordance with Article 11 of the Law on the Protection of Personal Data No. 6698 ("Law"), you can submit your requests within the scope of the rights mentioned in the Law by using this form and one of the methods explained below, as per Article 13 of the Law and Article 5 of the Communiqué on the Procedures and Principles for Application to the Data Controller.

	APPLICATION METHOD	APPLICATION ADDRESS	APPLICATION REQUIRES
Application in a physical document format	Application in person with wet-ink signature or via Notary Public.	RTW BİLİŞİM VE DANIŞMANLIK ANONİM ŞİRKETİ SELAMİ ALİ MAH. CUMHURİYET CAD. NO:46 İÇ KAPI NO:38 34660 ÜSKÜDAR İSTANBUL	The envelope/notification will be labeled 'Information Request within the Scope of the Personal Data Protection Law'.
Application via e-mail which belongs to company	By using the email address registered in our company's system.	info@remotetech.work	E-mail subject will be filled with 'Information Request within the Scope of the Personal Data Protection Law'.

2. Personal and Communication Information

Please fill out the fields below so that we can contact you and verify your identity.

Name Surname	:	
Turkish Citizenship Identification Number / Passport Number or Identification Number for Citizens of Other Countries	:	
Address	:	
Mobile Phone Number	:	
Direct-line Phone Number	:	
Fax Number	:	
E-mail Address	:	

3. Relationship with our company

Relationship	:	Platform User	<input type="checkbox"/>	Former Employee	<input type="checkbox"/>
		Employee	<input type="checkbox"/>	Other	<input type="checkbox"/>

4. Request Information

We kindly request that you clearly write your request regarding your personal data below. Information and documents related to the subject should be attached to the application.

5. Please Select the Method for Notification of the Response to You.

I want the response to be sent to the postal address I have provided in the second part.

I want the response to be sent to the email address I have provided in the second part.

I want the response to be sent to the fax number I have provided in the second part.

In accordance with the requests I have indicated above, I kindly request that my application to you be evaluated in accordance with Article 13 of the Law and that I be informed.

In this application, I declare and commit that the information and documents I have provided to you are accurate and up-to-date, that your Company may request additional information in order to finalize my application, and that I have been informed that I may need to pay the fee determined by the Personal Data Protection Board should there be any cost involved.

Applicant

Name-Surname	:	
Application Date	:	
Signature	:	

RTW BİLİŞİM VE DANIŞMANLIK ANONİM ŞİRKETİ
DATA SUBJECT APPLICATION PROCESS DISCLOSURE TEXT REGARDING
THE PROCESSING OF PERSONAL DATA

In accordance with the Law on the Protection of Personal Data No. 6698 ("Law"), your personal data may be processed by RTW Bilişim ve Danışmanlık Anonim Şirketi ("RTW") as the data controller, within the scope explained below.

Purposes and Legal Reasons for Processing Personal Data

Your personal data is collected and processed by RTW for the following purposes ("Purposes") and legal reasons, based on the conditions for personal data processing specified in Article 5 of the Law.

Based on the legal reason of being explicitly mandated by laws and being mandatory for the data controller to fulfill its legal obligations;

- Evaluating the applications you have submitted to RTW within the scope of the rights specified in Article 11 of the Law concerning the personal data processed by RTW, concluding them in accordance with regulations, and carrying out the necessary operations within this framework,
- Keeping records related to the applications you have made for the purpose of serving as evidence in possible future disputes, throughout the general statute of limitations,
- Fulfilling the requests of official institutions and providing information to authorized institutions based on regulations.

Based on the legal reason of data processing being mandatory for the legitimate interests of the data controller, provided it does not harm the fundamental rights and freedoms of the relevant person;

- The tracking and execution of legal affairs.

Whom and for What Purposes the Processed Personal Data Can Be Transferred

In accordance with the fulfillment of the aforementioned 'Purposes,' your collected personal data may be transferred within the scope of our legitimate interests to our lawyers and consultants from whom we receive legal advice; to our suppliers related to your application; limited by the notification to be made in case you have requested it within the scope of correction/deletion processes, to the relevant parties to whom personal data is transferred pursuant to Article 11(1)(f) of the Law; and to legally authorized public institutions and legally authorized private individuals for the establishment, exercise, and protection of a right, and for the fulfillment of our legal obligations, in accordance with the conditions for processing personal data specified in Article 5 of the Law and the rules concerning the transfer of personal data specified in Article 8 of the Law.

Method of Collecting Personal Data

Your personal data is collected through electronic and physical environments, including the relevant person application form, your petitions, and email channels for the fulfillment of the aforementioned 'Purposes.'

Rights of the Data Subject as Stated in Article 11 of the Law

We would like to inform you that pursuant to Article 11 of the Law, you have the following rights concerning your personal data:

- To learn whether your personal data is processed,
- If your personal data has been processed, to request information regarding this,
- To learn the purpose of processing your personal data and whether it is used appropriately for these purposes,
- To know the third parties, either within or outside the country, to whom your personal data has been transferred,
- To request correction of your personal data if it is incomplete or incorrectly processed and to request that the correction be communicated to the third parties to whom your personal data has been transferred,
- To request the deletion or destruction of your personal data if the reasons requiring its processing no longer exist, and to request that this action be communicated to the third parties to whom your personal data has been transferred,
- To object to a negative result against you arising from the analysis of your processed data exclusively through automated systems,
- To demand compensation for damages incurred due to the unlawful processing of your personal data.

Upon submitting your requests related to the aforementioned rights, RTW will resolve the request as quickly as possible and at the latest within thirty days free of charge. However, if the transaction requires an additional cost, a fee may be charged based on the tariff determined by the Personal Data Protection Board.