

SEVAN BIÇAKÇI MÜCEVHER TASARIM VE TİCARET A.Ş.
(Sevan Bıçakçı Jewelry Design and Trade Joint Stock Company)
DATA OWNER APPLICATION FORM

1. Application Method

Send any and all requests in accordance with the rights listed in Article 11 of the Law 6698 on the Protection of Personal Data (Henceforth "The Law") to our company using this form via one of the methods described below, in accordance with Article 13 of The Law and Article 5 of the Communiqué on Application Procedures and Principles to Data Controllers. Duly submitted requests to our company will be processed within thirty days at the latest. In the event that the conclusion or processing of the aforementioned request requires an additional cost, our company may charge the applicant for the fee as determined by the Board. Personal data we request from you with this form is related to the carrying out of legal processes and will be kept at our company within the period of time determined by the law.

	APPLICATION METHOD	ADDRESS TO APPLY TO	INFORMATION TO SHOW IN THE APPLICATION
1. Application in writing	A signed application in person or notarized	Mollafenari Mahallesi Gazisinanpaşa Sokak No:12, Sevan Bıçakçı Binası, Nurusomaniye / Fatih - İSTANBUL	Write "Kişisel Verilerin Korunması Kanunu Kapsamında Bilgi Talebi" on the envelope/notification
2. Application from the email address found in our system	By using the email address registered in our company's system	info@sevanbicakci.com	Write "Kişisel Verilerin Korunması Kanunu Bilgi Talebi" on the subject line of the email
3. Application from an email address not already in our system	Including a mobile signature or e-signature after sending the email with an address not in our system.	info@sevanbicakci.com	Write "Kişisel Verilerin Korunması Kanunu Bilgi Talebi" on the subject line of the email

2. *Your Identity and Contact Information*

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

Applicant's name-surname		
Turkish identification number (Passport number or ID number for citizens of other countries)		
Residential address from the application / business address		
Cell phone number		
Home phone number		
Fax number		
Email address		

3. *Your Relationship with Our Company*

Your relationship with our company		<i>(Employee, former employee, employee candidate, customer who purchased one of our products or services, visitor, etc.)</i>
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Sevan Bıçakçı



4. Subject of Your Request

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