

1. APPLICANT / DATA OWNER INFORMATION

T.R. Identity No

First Name & Surname

Date of Birth

Mobile Phone No

E-mail Address

Address

I am the Data Owner (I am requesting my own personal data)

I am a Relative / Legal Representative of the Data Owner (I am requesting data regarding my relative (1st degree relative / legal representative))

** If you are a legal representative, please attach the relevant official authorization or court decision.*

2. INFORMATION ON THE RELATIONSHIP WITH THE INSTITUTION

Please check the option below that best describes your relationship with our institution:

Student Parent/Guardian

Employee / Former Employee / Candidate

Supplier / Company Employee

FOR OUR PARENTS

Last Academic Year Service Was Received:

FOR OUR EMPLOYEES

Status:

Current Former Candidate

Working Period (Years):

Application Year (for Candidates):

FOR OUR SUPPLIERS

Name of the Company You Work For:

Your Position in Your Company:

3. INFORMATION REGARDING THE REQUEST

Please provide an explanation regarding the personal data you are requesting and share any information you have regarding the location of the data:

Please select the delivery method for our response to your request:

I want it sent to my physical address.

I want it sent to my e-mail address.

I want to pick it up in person by applying physically.

To be Filled out by the Requestor

Request Date: _____

Requestor First Name Surname - Signature:

To be Filled out by the Institution

Delivery/Receipt Date: _____

Receiver First Name Surname - Signature:

Explanation: You can submit your requests within the scope of your rights listed in Article 11 of the Personal Data Protection Law (KVKK) regarding your personal data by filling out this form, and deliver it by hand to the address *Bahçeşehir 1. Kısım Mah. Porsuk Sok. No:3 Villa 20 Başakşehir / İstanbul* in accordance with Article 13 of the KVKK, or send it via a notary public.

Additional documents (T.R. Identity Card, etc.) may be requested for identity verification purposes to ensure the security of your personal data.

This form and the information/documents provided herein are requested solely to accurately determine your relationship with our institution and to provide a complete response to you within the legal timeframe.

Private Sun Kindergarten (Fulya Koçali) does not accept responsibility for requests resulting from incorrect or outdated information, unauthorized applications, or for any disruptions/delivery failures that may occur during the sending of our responses to the addresses you have specified.