

**LA CONFEDERAZIONE DEGLI IMPRENDITORI ITALIANI NEL MONDO**  
**DATA SUBJECT REQUEST FORM**

**GENERAL**

1. Data subjects in the Personal Data Protection Law No. 6698 ("Law") have been granted the right to make certain requests to the data controllers regarding the processing of their personal data in Article 11 of the Law.
2. Requests regarding these rights must be submitted in writing to LA CONFEDERAZIONE DEGLI IMPRENDITORI ITALIANI NEL MONDO ("C.I.I.M.") which is the data controller in accordance with the first paragraph of Article 13 of the Law.
3. In this context, requests to be made to the C.I.I.M. "in writing", by filling out this form;
  - a) By hand, through a notary public, by registered letter with return receipt or with your personal request, a copy with a wet signature can be sent to "Barbaros Mah. Tophanelioglu Cad. No:54 Altunizade/Üsküdar/Istanbul" address,
  - b) After signing the form filled in electronically with your mobile signature or secure electronic signature, it can be forwarded to the info@ciimeurasiamed.org address by using your KEP address or your e-mail address already registered in the data recording system of the C.I.I.M.
4. If another method is determined and announced by the Board, announcements regarding these methods will be made on the website of the C.I.I.M.
5. Your request submitted to the C.I.I.M. will be answered within 30 (thirty) days from the date your request reaches the C.I.I.M., in accordance with the second paragraph of Article 13 of the Law, depending on the nature of the request. The answers given by the C.I.I.M. will be delivered to you in writing or electronically in accordance with Article 13 of the Law.
6. If your request requires an additional cost, you will have to pay the fee determined by the Communiqué On The Principles And Procedures For The Request To Data Controller issued by the Personal Data Protection Board. In case of a written response to your request, no fee will be charged for the first 10 (ten) pages, and a processing fee of 1 TL will be charged for each page above 10 (ten) pages. If the answer to your request is given in a recording medium such as CD or flash memory, the cost of the recording medium will be charged to you.
7. The C.I.I.M. reserves the right to make changes regarding the Board decision regarding the request procedures or the legal regulations to be issued in the future.

**A. Contact Information of Data Subject**

<b>Name:</b>	
<b>Surname:</b>	
<b>T.R. Identity Number/ Passport Number:</b>	
<b>Phone Number:</b>	
<b>E-mail:</b>	
<b>Address:</b>	

**B. Relationship with the C.I.I.M.**

Please indicate your relationship with the C.I.I.M.. (Member, business partner, employee candidate, former employee, third-party company employee, shareholder, etc.)

<input type="checkbox"/> Member <input type="checkbox"/> Employee Candidate <input type="checkbox"/> Former Employee		<input type="checkbox"/> Former Member <input type="checkbox"/> Third-party company employee <input type="checkbox"/> Other:..... .....	
The Unit that collects your personal data within the C.I.I.M. (Although it is not required to be specified, your request will be concluded faster if you specify):..... .....			
<b>*** If you are a former employee, please fill in the sections below.</b>  The years you worked:..... ..... The unit you work in:..... .....	<b>*** If you are an employee candidate, please fill in the sections below.</b>  The date you applied for the job:..... ..... How to apply for a job:..... .....	<b>*** If you are a third-party company employee, please fill in the sections below.</b>  Title of the company you work for:..... ..... Your current position:..... ..... .....	

**C. Details on Your Request Under the Law**

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**D. The Method to be selected to Notify You of the Response**

- I want it sent to my address
- I want it sent to my e-mail address *(If the e-mail method is selected, you will receive a faster response.)*
- I want to receive it by hand *(in case of receipt by power of attorney, notarized power of attorney or authorization documentation is required.)*

This form has been prepared in order to determine your relationship with the C.I.I.M., to fully determine your personal data, if any, and to respond to your relevant request in a correct and legal time. In order to eliminate the legal risks that may arise from illegal and unfair data sharing and specially to ensure the security of your personal data, the C.I.I.M. reserves the right to request additional documents and information (copy of identity card, passport or driver's license, etc.) for identification and authorization. In the event that the information regarding your requests you have submitted within the scope of the form is not correct and up-to-date, or an unauthorized request is made, the C.I.I.M. does not accept any liability for such false information or requests arising from unauthorized request.

**Data Subject**

**Name-Surname** \_\_\_\_\_ :

**Date** \_\_\_\_\_ :

**Signature** \_\_\_\_\_ :