**Data Subject Request Form**

***\*Please read carefully the explanations below before filling in the form.***

This form has been prepared so that you can submit your requests regarding your rights stated in Article 11 of the [Law on the Protection of Personal Data](https://www.mevzuat.gov.tr/MevzuatMetin/1.5.6698.pdf) to BiTaksi Mobil Teknoloji A.Ş. (“**BiTaksi**”).

After filling in the form, you may send your request to us by the following methods:

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| 1. You may send it to kisiselveriler@bitaksi.com **by using the e-mail address you have previously informed us and registered in our system**.
2. You may send it to Ebulula Mardin Cd. No:23, Levent Mahallesi, 34330 Beşiktaş/İSTANBUL **by mail.**
3. You may send it toEbulula Mardin Cd. No:23, Levent Mahallesi, 34330 Beşiktaş/İSTANBUL **via Notary Public.**
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While submitting your application, you may also prefer other methods specified in the [Communiqué on the Application Procedures and Principles to the Data Controller](https://www.mevzuat.gov.tr/Metin.Aspx?MevzuatKod=9.5.24455&MevzuatIliski=0&sourceXmlSearch=veri%20sorumlusuna).

If you prefer to send your application by e-mail, we kindly ask you to write the subject of the e-mail as “**Data Subject Application**”.

We will conclude your application free of charge and as soon as possible and within thirty days at latest. However, in the event that it requires a separate cost, we may request the fee determined by the Personal Data Protection Board. In this case, we will inform you about the fee that can be charged.

For all your questions, you may contact us at kisiselveriler@bitaksi.com.

**It is compulsory to fill the fields marked with an asterisk (“\*”) in accordance with the** [**Communiqué on the Application Procedures and Principles to the Data Controller**](https://www.mevzuat.gov.tr/Metin.Aspx?MevzuatKod=9.5.24455&MevzuatIliski=0&sourceXmlSearch=veri%20sorumlusuna)**.**

1. **Information on Data Subject**

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**Name-Surname\*:**

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**Turkish Identity No\*:**

*(Non-Turkish citizens are required to provide their nationality and passport/ID numbers.)*

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**Address\*:**

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**E-mail Address\*:**

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**Phone Number\*:**

1. **Information About the Person Applying on Behalf of the Data Subject**

If you want to apply on behalf of someone else, you must submit **the documents indicating that you are authorized to represent**[[1]](#footnote-1)(such as the document that indicates that you are the parent / guardian of the data subject) **and documents that determine your identity** with the application form.

Please fill in the sections below if you are applying on behalf of someone else (**do not fill in this section if you are applying on your behalf**).

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**Name-Surname:**

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|  |

**Address:**

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**E-mail Address:**

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|  |

**Phone Number:**

1. **Right / Rights Desired to be Used**

Please tick the box on the left for your rights / rights you want to use.

[ ]  I want to know if my personal data is processed.

[ ]  If my personal data is being processed, I request information about these data processing activities.

[ ]  If my personal data is being processed, I would like to find out the purpose of the processing and whether they are used in accordance with the purpose of the processing.

[ ]  If my personal data is transferred to any third parties, in the country or abroad, I want to know these third parties.

[ ]  I think my personal data is processed incompletely or inaccurately and I want them corrected.

[ ]  Although my personal data has been processed in accordance with the Law, I want my personal data to be deleted or anonymized.

[ ]  I would like my personal data to be corrected that is transferred to third parties that I think which is processed incompletely or inaccurately.

[ ]  I request my personal data, which I request to be deleted or anonymized, to be deleted or anonymized by third parties.

[ ]  I request that my loss be repaired due to the processing of my personal data against the Law.

[ ]  I would like to withdraw my consent for processing of my personal data.

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**Explanations About**

**Your Request\*:**

**How would you prefer us to convey our response to your application?**

[ ]  I want it to be sent to my address by mail.

[ ]  I want it to be sent to my e-mail address.

If there is a document that you want to base your application, we kindly ask you to send it in the attachment of the application form.

In case we need to confirm the applicant's identity, you may need to provide us a copy of one of the identification documents, such as identity card, driver's license or passport.

**Regarding the requests I will submit to BiTaksi, I hereby confirm that I have read and understood the terms of the application form and that the information given in this application belongs to me and/or the data subject I apply on behalf of.**

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| --- | --- |
| **Data Subject** | **The Person Applying on Behalf of Data Subject** |
| **Signature:**  | **Signature:** |

1. For these documents to be considered valid, they must be issued or approved by the competent authorities. [↑](#footnote-ref-1)