

**IC HOTELS**  
**APPLICATION FORM AS REQUIRED BY THE LAW ON THE PROTECTION OF**  
**THE PERSONAL DATA**

**I. GENERAL EXPLANATIONS**

The specific rights are entitled to the individuals whose data are processed (“*The owner of the application*”) regarding the processing of their personal data as stipulated by the Law no. 6698 on the Protection of the Personal Data (“*Law*”). In accordance with the Provisions of the Article 13/1 of this Law, the applications regarding these rights should be made to IC Antbel Antalya Belek Tur.Yat. A.Ş and IC Antbel Belek Tur.Yat. A.Ş’ ye (“*IC HOTELS-Company*”) who is responsible for the process of these data, as a written form or with other methods specified by the Board of Personal Data Protection (“*Board*”). Hereby in this context, the applications to our Company can be delivered with the following procedures by taking the print out of this form.

**II. PROCEDURE OF THE APPLICATION**

You can make your applications to our Company by using the application form in the web address of [www.ichotels.com.tr](http://www.ichotels.com.tr) in accordance with the Law and the current legislation and the provisions of the Communiqué published on 10.03.2018 named as the Rules and Procedures of the Application to Data Responsible;

- a. For the applications through IC ANTBEL ANTALYA BELEK TUR.YAT.A.Ş (IC Hotels Airport, IC Hotels Green Palace & IC Residence); IC Hotels Airport Havaalanı yolu üzeri Aksu/ANTALYA ; applying to this address personally by the petition with the original signature or sending someone to this address through Notary.
- b. For the applications through IC ANTBEL BELEK TUR.YAT.A.Ş (IC Hotels Santai Family Resort); Kadriye Mahallesi Üçkum Tepesi Mevki Belek Serik /ANTALYA; applying to this address personally by the petition with the original signature or sending someone to this address through Notary.
- c. Through registered electronic mail, by sending e-mail; for IC ANTBEL ANTALYA BELEK TUR.YAT.A.Ş.; [ichotels@hs01.kep.tr](mailto:ichotels@hs01.kep.tr) e-mail address, for IC ANTBEL BELEK TUR.YAT.A.Ş. ; [icantbelbelek@hs01.kep.tr](mailto:icantbelbelek@hs01.kep.tr) e-mail address.

Below, the information is given regarding the way of sending your applications to us exclusive to the application channels.

<b>Application Method</b>	<b>The Address that the application will be executed (in case of a change of address, the latest address published in the trade registry gazette should be taken into consideration)</b>	<b>The information that will be specified in the application that is sent</b>
Personally by the applicant coming to this address and applying with an authenticating identity.	<p>For applications through IC ANTBEL ANTALYA BELEK TUR.YAT.A.Ş (IC Hotels Airport, IC Hotels Green Palace &amp; IC Residence); IC Hotels Airport Havaalanı yolu üzeri Aksu/ANTALYA</p> <p>For applications through IC ANTBEL BELEK TUR.YAT.A.Ş (IC Hotels Santai Family Resort) Kadriye Mahallesi Üçkum Tepesi Mevki Belek Serik /ANTALYA</p>	This should be written on the envelope: “ <i>Request of information in the scope of The Law on The Protection of Personal Data</i> ”
Written notification through Notary.	<p>For applications through IC ANTBEL ANTALYA BELEK TUR.YAT.A.Ş (IC Hotels Airport, IC Hotels Green Palace &amp; IC Residence); IC Hotels Airport Havaalanı yolu üzeri Aksu/ANTALYA</p> <p>For applications through IC ANTBEL BELEK TUR.YAT.A.Ş (IC Hotels Santai Family Resort); Kadriye Mahallesi Üçkum Tepesi Mevki Belek Serik /ANTALYA</p>	This should be written on the notification envelope: “ <i>Request of information in the scope of The Law on The Protection of Personal Data</i> ”.
Through registered electronic mail (KEP)	<p>For IC ANTBEL ANTALYA BELEK TUR.YAT.A.Ş.;</p> <p><a href="mailto:ichotels@hs01.kep.tr">ichotels@hs01.kep.tr</a></p> <p>for IC ANTBEL BELEK TUR.YAT.A.Ş.;</p> <p><a href="mailto:icantbelbelek@hs01.kep.tr">icantbelbelek@hs01.kep.tr</a></p>	This should be written on the subject of the e-mail: “ <i>Request of information in the scope of The Law on The Protection of Personal Data</i> ”

For another person to apply for the relevant individual about the subject matter; a Special Letter of Attorney with Notary approval should be ready.

### III. THE REQUESTS OF THE APPLICANT

According to the 11th Article of the Law, your rights that you can request from our Company as the data processor are specified. Your applications that you had delivered to our Company will be replied following thirty days starting from the day your requests reach us latest according to the provisions of the article 13/2 of the Law based on the feature of your request. In case the conclusion of your requests may require a cost, then the fee amount specified by the Board of Personal Data Protection (“Board”) will be received from the applicant. In accordance with the 13th Article of the Law, our replies will be delivered to you as in a written form or electronically.

#### a. The IC HOTELS that is applied

IC HOTELS	HOTELS
IC ANTBEL ANTALYA BELEK TUR. YAT. A.Ş.	<input type="checkbox"/> IC Hotels Airport <input type="checkbox"/> IC Hotels Green Palace <input type="checkbox"/> IC Residence
IC ANTBEL BELEK TUR. YAT. A.Ş.	<input type="checkbox"/> IC Hotels Santai Family Resort

#### b. The Contact Information of the Applicant

Name/Last name	
TR ID number/ nationality and ID or passport number for the foreigners	
Phone number	
E-mail ( <i>If you provide this information, we can reply you faster regarding your request</i> )	
Address ( <i>notification address or the office address</i> )	

c. **The relationship of the Applicant with our Company** (*Customer, partner, employee candidate, previous employee, third party employee, shareholder , etc.*)

<input type="checkbox"/> Customer	<input type="checkbox"/> Partner
<input type="checkbox"/> Visitor	<input type="checkbox"/> Other
The unit of our Company that you are in communication with: Subject matter:	

<input type="checkbox"/> Previous employee The years of employment:	<input type="checkbox"/> Job Application/Resume owner Date:
<input type="checkbox"/> Other	<input type="checkbox"/> Third party employee Company and Position information:
The unit of our Company that you are in communication with: Subject matter:	

d. **The request of the Applicant in the context of the Law**

e. **Please choose the method of notification of our reply to you**

<input type="checkbox"/> Please send to my address. <input type="checkbox"/> Please send to my e-mail address. ( <i>We can reply you faster with this option</i> ) <input type="checkbox"/> I'd like to receive manually. ( <i>In case the delivery is with attorney, power of attorney as written form or the certificate of authorization is required</i> )
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Hereby with this application form, we aim to reply you correctly and in the time period defined by the law and if there is, by specifying your personal data as complete by detecting your relationship with our Company. In case your requests delivered by the form are not correct or not updated or the application is without authorization, then we don't admit responsibility because of the applications with incorrect information or without relevant authorization.

**Applicant** \_\_\_\_\_ :

**Name Last name** \_\_\_\_\_ :

**Date of Application** \_\_\_\_\_ :

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

**WARNING:** The applications should be at the name of the applicant. You cannot apply at the name of your spouse, relative, child etc. Our Company , in order to eliminate the legal risks occurring because of the data sharing in an illegal and unfair way and especially to provide the security of your personal data, reserves the rights of requesting additional document and information (*identity card copy, driver's license copy, etc.*)