

Letter of Authority

Where you request that we communicate with someone else on your behalf, unless that person has Legal Authority to handle your legal and financial matters, we will require this Letter of Authority to be completed.

In line with the UK GDPR, we are unable to discuss a complaint with anyone besides the complainant (or a person with Legal Authority to handle their legal or financial matters) without their consent.

Complainant Details

Name	
Email address	
Telephone No.	
TPO Reference No. (if known)	
Address(es) of property concerned	
Name of the agent	
Agent branch address	

Please note, we require this information in order to confirm your identity and match our case records.

Third Party

With whom would you like us to communicate on your behalf?

Name	
Email address	
Telephone No.	
Relationship to you	

I would still like to be copied in to, or receive a copy of, any communications

Please note, TPO operates a Digital First policy. We will email in the first instance or call. If the person with whom you wish us to communicate requires communication by post as a reasonable adjustment, they will need to contact us.

Signature	
Name	
Date	