

OFFICIAL

MANDATE FOR THIRD PARTY REPRESENTATIVE



Working in partnership for a safer Glasgow

<p>This Mandate is to provide a nominated representative access to your personal information (as defined under UK data protection law) and the authority to act on your behalf in relation to a specified complaint or enquiry. Once completed please return this form to: Customer Support Team, Community Safety Glasgow, Eastgate, 727 London Road, Glasgow, G40 3AQ. CommSafetyCustomerSupport@glasgow.gov.uk</p>	
1. Your details – (We may make additional checks to verify your identity).	
Name:	
Current Address:	
Phone number:	Date of Birth:
Email:	
Length of time at this address:	
If less than two years, please provide previous address:	
Please provide brief details of the complaint / enquiry you wish to raise. If this matter has already been given a reference number (e.g. a Fixed Penalty Notice number) or dealt with previously, please provide details.	
2. Representatives Details – (Name and contact details).	
Please confirm what personal information you give your consent to be released to your representative in relation to the above matter(s):	
3. Declaration – To be completed by the person making the complaint / enquiry (as in Section 1)	
I declare that the information I have provided is correct and I authoriseto make a complaint and / or to act on my behalf in this matter. This authorisation is for the purpose of this complaint/enquiry only.	
Signed:	Date
4. Declaration - To be completed by the nominated representative (as in Section 2)	
I declare that the information I have provided is correct and that I agree to act on behalf of in this matter.	

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Signed:

Date

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