**To be on headed paper from law firm**

**Please complete this form clearly in BLOCK LETTERS and ensure it is signed**

Re: THIRD PARTY AUTHORISATION

Date:

**To: Commission for Communications Regulation (“ComReg”)**

**Address: Dockland Central, Guild Street, Dublin 1, D01 E4X0**

To whom it may concern,

I am a solicitor acting on behalf of…. [insert customer’s details below] (“my client”):

Name:

Address:

Eircode: Mobile:

I enclose a copy of my client’s authority authorising me to act on my client’s behalf in relation to the complaint submitted to ComReg on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [date] with case reference number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

I also enclose a copy of one of the following documents as proof of my client’s identity:

*(Please indicate which document you enclose by striking through the documents which are not relevant)*

Copy Passport/Copy Driving Licence/Copy Public Services Card

I confirm that it is appropriate for ComReg to contact me in relation to the complaint at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [solicitor’s nominated email address].

Yours faithfully,

 Signature of Representative Solicitor

 Print Name

Date: \_\_ \_\_/\_\_ \_\_/\_\_ \_\_ \_\_ \_\_

In accordance with its data protection obligations ComReg reserves the right to request further information/documentation as appropriate. Note that ComReg will erase the proof of identity furnished once the verification of the identity of the customer and the nominated representative has been made, and will make a note on its system that proof of identity (e.g. passport, driver’s licence) has been provided for each person. This fully completed and signed authorisation form will be retained on file until the complaint has been finally resolved. Please also see ComReg’s Privacy Notice at [www.comreg.ie](http://www.comreg.ie).

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