



# DARLINGTON

Borough Council

## Access to Personal Information

**HOUSING SERVICES**  
Town Hall, Darlington, DL1 5QT

Tel: 01325 405333 or email [housing@darlington.gov.uk](mailto:housing@darlington.gov.uk)

**To protect our clients from unauthorised access to their personal information, and to comply with the Council's legal obligations under the Data Protection Act 2018, we require authorisation from clients before any information is disclosed to a third party, requesting information on their behalf. If you wish to give your consent to a third party, please would you complete and return the form below.**

(Please print your full name)

(Please print your full address)

### Give authority to:

Name, Agency:

Telephone Number:

Address:

Relationship:

to access my personal information from Housing Services, in relation to (please tick appropriate boxes):

**To deal with all matters relating to my tenancy**

**Current Housing Rent**

**Former Rent Account**

**Housing Benefit/Council Tax**

**Housing Application (Darlington HomeSearch)**

**Correspondence Address**

(Tick this box if you wish all correspondence regarding the above to be sent directly to the named person above)

**Register and act on behalf on Darlington Home Online**

If applicable, please enter email address that will be used to register for Darlington Home Online:

Name, Agency:

Telephone Number:

Address:

Tenant's full name	Tenant's signature	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

Third Party full name	Third Party signature	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>