



# DARLINGTON

Borough Council

## HOUSING

Room G01, Town Hall, Darlington, DL1 5QT Tel: 01325 405333

### ACCESS TO PERSONAL INFORMATION

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.

I  of   
(Please print full name) (Please print full address)

give authority to:

Name

Address

Telephone number

Relationship

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

To deal with all matters relating to my tenancy  Name, Agency \_\_\_\_\_  
Current Housing Rent  Tel/Email: \_\_\_\_\_  
Former Rent Account  Please state address \_\_\_\_\_  
Housing Application   
Housing Benefit/Council Tax/Universal Credit

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

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

If the above circumstances change please contact Housing

To be returned to: -  
Housing, Room G01, Town Hall, Feethams, Darlington, DL1 5QT