The Co-operative Bank 3rd Party Authority Request Form

Once fully completed, please return the form by e-mail to (tpauthority@co-operativebank.co.uk)**.**

It’s important that the information recorded is complete and accurate to ensure we can process your request.

Please only use this form to request 3rd Party Authority and no other reason, as we are unable to action other requests with this form. For other requests, please visit [www.co-operativebank.co.uk/products/mortgages](http://www.co-operativebank.co.uk/products/mortgages) or call our contact centre on 08000 288 288. Our lines are open 9am to 5pm Monday-Friday.

If you want to raise a complaint, please send this to us via email to complaints@co-operativebank.co.uk

**The account & contact details section must be fully completed for all requests to ensure that we can identify the account and have accurate contact details should we need to speak with you.**

|  |  |
| --- | --- |
| Account & Contact Details **(must be completed)** |  |
| Mortgage Account Number (this can be found on any letter we’ve sent to you) |  |
| Full Name |  |
| House Number / House Name |  |
| Post Code |  |
| Contact Telephone Number |  |
| Email address |  |

3rd Party Authority

Please confirm that you wish to request authority for a 3rd party to act on your account. The 3rd party is only able to discuss the account, and no changes or payments will be allowed to be made by the 3rd party.

Would you like to receive this document via email? [ ]  If you do not tick this box then we will issue via post.

|  |  |
| --- | --- |
| Do you wish to request 3rd party authority? |  |

Please note: We use Transport Layer Security (TLS) to encrypt and protect email traffic. If your mail server does not support TLS, you should be aware that any emails you send to us, or emails you request from us, may not be protected in transit.