

Rate Account; Third Party Authorisation Form



In order to safeguard your data and fulfil our obligations under the Data Protection Act 1998, we will only enter into a discussion about your rate account with you or with a third party you nominate to act on your behalf. If you would like to authorise a third party to act on your behalf, please complete and sign this form and return it to your local LPS office.

SECTION 1 – YOUR DETAILS

Please provide details relating to the property in question:

Occupancy ID

Account ID

Name on Account

Ratepayer ID

Property Address

Postcode

SECTION 2 – THIRD PARTY AUTHORISATION

Please provide contact details for the authorised person who you wish to speak for you:

Surname (of authorised person)

First name(s) (of authorised person)

Until further notified by me in writing, I give permission and authorise Land & Property Services to release and discuss any relevant details of my rate account with the individual named above and hereby confirm that they have the authority to act on my behalf.

Please provide your name and signature to confirm that you are the ratepayer on this account and agree to the above authorisation.

I confirm that I am the named ratepayer for the above account and agree to the above authorisation

Name (in BLOCK CAPITALS)

Signed

Date

DD/MM/YYYY

Once you have completed and signed this form please send it to your local Land & Property Services Office, you will find the address at the top of your rate bill or the correspondence that you have received.

**FOR FURTHER
INFORMATION
RELATING TO
THIS FORM:**

Land & Property Services

Rates Team
Lanyon Plaza
7 Lanyon Place
Town Parks
BELFAST, BT1 3LP

CONTACT

Dial **0300 200 7801**
(Calls charged at local rates)
If outside NI, dial
+44 28 9049 5794
Text Relay
18001 0300 200 7801



Land & Property Services.



Department of Finance
and Personnel
www.dfpni.gov.uk