An Coimisiún um
Rialáil Cumarsáide
Commission for
Communications Regulation

Please complete this form clearly and ensure it is signed.

When completed please return, together with copies of the required identification for both the account holder and the nominated representative, to this email address* thirdpartycontact@comreg.ie

To: **Commission for Communications Regulation ("ComReg")**
Address: **Dockland Central, Guild Street, Dublin 1, D01 E4X0**

From: **Account Holder:**

Name: .....

Address: .....

.....

Eircode: ..... Country .....

Re: Third Party Authorisation: Elected Representative

Date: __ __/__ __/__ __ __ __

To whom it may concern,

I, _____ [name of account holder], hereby authorise _____ [name of elected representative], who can be contacted at his/her elected representative's clinic at:

Address: .....

.....Eircode .....

Email: ..... Phone:.....

to act on my behalf in relation to my complaint submitted to ComReg on _____[date] with case reference number _____.

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I understand and consent to the fact that ComReg will communicate directly with my nominated representative in relation to the complaint, and it will be up to my nominated representative to inform me about the progress of the complaint and its resolution.

For the Account Holder:

I enclose a copy of one of the following documents as proof of my identity:
(Please indicate which document you append/enclose or strike through the option that is not relevant)

Copy Passport **or** Copy Driving Licence

○ ○

For the nominated representative:

I also enclose a copy of one of the following documents as proof of identity of nominated representative:
(Please indicate which document you append/enclose or strike through the option that is not relevant)

Copy Passport **or** Copy Driving Licence

○ ○

Yours faithfully,

..... Account Holder Signature (assigning authority)

..... Print Name

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.

* Applications can also be submitted via post. Mark to the attention of the Retail Team at the below address:

An Coimisiún um Rialáil Cumarsáide
Commission for Communications Regulation
1 Lárcheantar na nDugaí, Sráid na nGildeanna, BÁC 1, Éire, D01 E4X0.
One Dockland Central, Guild Street, Dublin 1, Ireland, D01 E4X0.
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