

Ref:

**Letter of Authority**

**Your Name.....\***

**Your Address.....\***  
.....\*

**Your Name As On Card/Account.....\***

**Bank Name & Branch / Credit or Store Card Company**  
.....\*

**Sort Code (Banks only).....\***

**Bank Account/Credit Card/Store Card Number.....\***

Bright Oak (of PO Box 806, Cardiff, CF11 1GF) has been appointed to act on my behalf in respect of all negotiations and other appropriate activities as set out in the accompanying Instruction Letter.

The bank or credit card or store card company (and Information Commissioner) therefore has my express authority to deal with Bright Oak and their solicitor on this matter as if it were dealing with myself in person.

All correspondence on this matter should be directed to Bright Oak at the contact details provided.

I can further confirm that Bright Oak will make a Data Subject Access Request on my behalf. Details relating to this request should similarly be forwarded to them at the contact details supplied, appropriately referenced and marked as confidential.

Payment in settlement of my claim should be made by cheque payable to Bright Oak.

Signed.....\*

Date.....\*