

# Third Party Authority Form

Borrower(s) details	
Mortgage Account Number(s)	
Borrower name(s)	1
	2
	3
	4
Address of mortgaged property	

Please complete below if the third party is an individual

Third party details – Individual	
Name of third party	
Relationship to borrower(s)	
Third party date of birth	
Signature of third party	
Third Party Correspondence address	
Third party telephone number	

Please complete below if the third party is a company

Third party details – Company	
Third party company name	
Third party company number	
Relationship to borrower(s)	
Full correspondence address of third party company	
Full registered address of third party company	
Telephone number of third party company	

## Level of Authority

Please tick one only:

- Option 1 – Information / No Payments – the third party **cannot** make mortgage payments on my/our behalf; but **is able** to request information or documentation relating to my/our mortgage(s) for a period of ..... **months** (12 months maximum).
- Option 2 – No Information / Payments – the third party **is able** to make mortgage payments on my/our behalf; but **is unable** to request information or documentation relating to my/our mortgage(s) for a period of ..... **months** (12 months maximum).
- Option 3 – Payments and Information – the third party **is able** to make mortgage payments on my/our behalf and **can also** request information or documentation relating to my/our mortgage(s) for a period of ..... **months** (12 months maximum).

## Please explain reason for the third party authority

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## Declaration

We give Topaz Finance Limited authority to accept mortgage payments on our behalf from the above named third party and/or to provide information or documentation relating to our mortgage(s) to that third party in accordance with our chosen option (1, 2 or 3 above).

Where option 1 or 3 is chosen we understand that Topaz Finance Limited will not be responsible for any person we have given authority to, under this authority, using the mortgage information or documentation provided to them by Topaz Finance Limited in an inappropriate manner.

Please note: we will conduct electronic identification and verification checks (or Companies House checks, if applicable) on the named third party, for anti-money laundering purposes. We may also need to ask you for further information should we require additional identification or verification evidence in respect of the third party.

You should note that authorising a third party does not alter the terms of your mortgage contract and the third party will have no interest (financial or otherwise) in the mortgaged property.

**Topaz Finance Limited reserves the right to decline or cancel this Third Party Authority at any time without prior notice being given.**

**ALL** customers for whom the third party is to act must sign this form.

## Borrowers Signature(s)

I/We confirm that I/We grant the authority to the third party named above as per the instructions I/We have provided in the Level of Authority section of this form.

Borrower 1 (print name)	Borrower Signature	Date
		/ /
Borrower 2 (print name)	Borrower Signature	Date
		/ /
Borrower 3 (print name)	Borrower Signature	Date
		/ /
Borrower 4 (print name)	Borrower Signature	Date
		/ /

## Third party details – Individual

I confirm I have received the Topaz Finance Limited Privacy Notice and acknowledge that my personal information will be held in accordance with the notice.

I acknowledge that my acting as an authorised third party does not alter the terms of the contract between Topaz Finance Limited and the Borrower(s) and I will at no time have any interest (financial or otherwise) in the mortgaged property.

Signature of individual third party	Date / /
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## Third party details – Company Only

The company acknowledges that its acting as an authorised third party does not alter the terms of the mortgage contract between Topaz Finance Limited and the Borrower(s) and the company will at no time have any interest (financial or otherwise) in the mortgaged property.

Signature of company representative	Date / /
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Once all relevant sections of this form have been completed and the declaration signed please return to:  
Topaz Finance Limited, Gateway House, Gargrave Road, Skipton, North Yorkshire, BD23 2HL.