



# Signature Form

(Please print, complete using a black pen and scan back onto your device)

Type of Authority: POA/COP/Appointeeship/GMPO

OPG Access Code (if applicable):

Name of Donor:

Donor's Account Number:

Donor's Sort Code (if available):

***Please note: failure to correctly include this form will result in delays setting up a delegated authority.***

Please tick if you require a cheque book:

**Signature (must be completed in all cases):**

Your name in full	Signature	Date

#### Consent to Use of Personal Information

Barclays will collect, use and store your information in order to enable you to administer the accounts on which you have been given authority. By 'your information' we mean personal and financial information that we would obtain from you or from third parties, such as the account holder(s), and other organisations such as fraud prevention agencies, or which you or they give us at any time.



If you give us information about other people which we use to provide our services, then you confirm that you know they agree or are otherwise allowed to give us the information.

We and other companies in the Barclays Group will use your information to manage the account holder(s) account(s) and provide our services, for assessment and analysis (including credit and/or behaviour scoring, market, product analysis and market research), prevent and detect fraud, money laundering and other crime, carry out regulator checks and meet our obligations to any relevant regulatory authority, and to develop and improve our services to you and other customers and protect our interests.

We may give information about you and how you manage the accounts over which you have authority to the following:

- Other companies within the Barclays Group and our relationship partners, which may be outside the UK
- Companies and organisations who provide a service to us or are acting as our agents (including their sub-contractors), on the understanding that they will keep the information confidential
- Anyone to whom we transfer or may transfer our rights and duties in this agreement
- Companies and organisations that assist us in processing transactions you make (including but not limited to payment processing service providers) and in providing value added services that you have requested

In addition, we can share your information with:

- Your advisors (including but not limited to accountants, lawyers, financial advisors or other professional advisors) where authorised by you and any other person notified by you as authorised to give instructions or to use the account or products or services on your behalf
- In order to make or receive some payments, the details of the payment (including information relating to those involved in the payment) may be received from or sent abroad, where it could be accessible by overseas regulators and authorities in connection with their legitimate duties (e.g. the prevention of crime), in instructing us to make payments you agree to this on behalf of yourself and others involved in your payments.
- Any third party as a result of any restructure, sale or acquisition of any company within the Barclays Group, provided that any recipient uses your information for the same purposes as it was originally supplied to us and/or used by us.
- Fraud prevention agencies. In particular, we will always tell fraud prevention agencies if you give us false or fraudulent information. They will also allow other organisations (in the UK and abroad), including law enforcement agencies, to access this information to prevent and detect fraud money laundering or other crimes. You can write to us at Barclays, Leicester, LE87 2BB for details of the fraud prevention agencies with which we share information.

Otherwise we will keep information about your confidential unless we have a duty to disclose it or law or regulation allows us to do so for legitimate business purposes.

If we transfer your information to a person, office, branch or organisation located in another country, we will make sure that they agree to apply the same levels of protection as we are required to apply to information held in the UK and to use the information strictly in accordance with our instructions.

We need you to tell us about any changes to your personal or contact details so that where necessary we can continue to manage the accounts over which you have authority and can communicate with you safely and quickly. We will contact you using the contact details that you have provided to us and will use the most recent address or mobile number that we have for you. Where we contact you electronically we may send important messages on matters relating to accounts for which you have authority using text, email and digital methods.

We may monitor or record any communication between you and us including telephone calls. We will use these to check your instructions to use, to analyse, assess and improve our services, and for training and quality purposes. For security and to prevent and detect crime we may also use CCTV in and around our premises to monitor and collect images or recordings of your voice.

We will retain information about you after the closure or removal of your authority from the account(s) for as long as permitted for legal, regulatory, fraud and other financial crime prevention and legitimate business purposes.

You can ask for a copy of the information we hold about you by writing to us. Should you wish to exercise this right, please write to the Data Protection Team, Barclays, BTC Radbroke, Knutsford, Cheshire, WA16 9EU. A fee will be charged for this service.

