

## AUTHORITY TO RELEASE DOCUMENTS FORM

Please only fill in this form if you have been made aware that Blake Laphorn are holding documents on behalf of the Solicitors Regulation Authority as a result of a recent intervention and you wish to have these documents released to you or your newly appointed solicitor.

It may be helpful for you to read the 'How do I get my documents back?' section of the Blake Laphorn website [www.blaw.co.uk/intervention](http://www.blaw.co.uk/intervention) before completing this application.

Name of intervened solicitor: .....

Name and reference of the file(s)  
held by intervened solicitor  
(continue overleaf if necessary): .....

.....

.....

.....

.....

I / We (delete as appropriate, please note that we require authority from every person in whose name the file was held).....

.....

.....

Who live(s) at .....

.....

.....

Telephone:.....

On behalf of (insert the name of Company, Minor or Testator here, if applicable).....

.....

**Duly give Blake Laphorn authority to release the above files or documents previously held by the solicitor named above and now being held by Blake Laphorn as Intervention Agents for the Solicitors Regulation Authority to:**

please tick as appropriate

1. **My solicitors** – please print name, address and reference below;   
Please note that before we can release your files to your new Solicitor  
he / she will be required to complete an Undertaking Form.

OR

2. **The address set out below**– (print address below. Please note that this address   
must match that printed on your proof of address.)

.....  
.....  
.....  
.....

3. Please note that if the intervened solicitor held your Wills then we are willing to review and store your Will for you. There is no charge for this service. Please telephone us and ask us to send you an Authority to Retain Wills form.

**In support of my application I / we enclose:**

1. **My / Our proof of identification** (please include a **photocopy** of a passport   
or driver's licence which clearly displays your picture and name. Please  
note that we require proof of identification for each person listed as giving  
authority).

2. **My / Our proof of address** (please include a **photocopy** of a recent utility   
bill or bank statement in the name of the person / people listed as giving  
authority, and bearing the address to which you have specified your  
documents to be sent. Please note that we require proof of identification  
for each person listed as giving authority).

3. **As proof of my authority to apply on behalf of something else** (where appropriate)  
I enclose:

In the case of a minor, please telephone us and ask us to send  
you a Guardian Authority form;

If you are an Executor, Testator or Trustee, please enclose a copy   
of the Trust Deed, Enduring Power of Attorney or Grant of Probate;

In the case of a Company please be aware that you must be a director

of the above mentioned Company and this application must be printed on company headed note paper.

**Signed:** .....  
.....  
.....

(please note, each person listed as giving authority must sign this form)

**Dated:** .....

Please complete this form which and return it by fax, along with its enclosures, marked or the attention of the Intervention team, Blake Laphorn, 0844 620 3401.

Alternatively, you can send us the completed application form by post to Intervention team, Blake Laphorn, New Kings Court, Tollgate, Chandler's Ford, Eastleigh, Hampshire, SO31 5GW.

The telephone number of the Intervention team is 023 8085 7270.