

4. Details of how the information (or documentation) should be provided (eg as paper hard copy): -

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

5. If it is considered necessary to transfer your request to another public authority or to consult any such authority or a third party about your request, do you wish to be notified of this beforehand?

Please tick the appropriate box.

Yes

No

**Please send this form to Customer Services, Tristar House, Lockheed Court,
Preston Farm Industrial Estate, Stockton on Tees, TS18 3SH**