



## Casework Privacy Release Form

Due to the enactment of the Right to Privacy Act, I ask that you complete and sign this form authorizing me and my staff to obtain the information needed to respond to your request for assistance. The information obtained will be only that which is relative to the problem you presented to my office. This authorization is valid for up to one year after the date on this form.

Note: Inquiries can be made by the individual and surviving spouse. The next of kin (son, daughter, brother, sister) or someone legally acting on behalf of an individual must provide authorization such as power of attorney to obtain assistance.

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Full Name

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Social Security Number

Date of Birth

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Street Address

City

State

Zip

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Email Address

Phone Number

Do you currently have a case pending before a local, state or federal court in regard to this matter? (Circle one) YES or NO

1. Are you acting on behalf of another person? YES or NO, Relationship: \_\_\_\_\_

A. If you are acting on behalf of another person, please attach written authorization.

2. Are you acting on behalf of an agency, company, or organization? YES or NO

A. Name of agency, company, or organization: \_\_\_\_\_

B. EIN Number: \_\_\_\_\_

C. If other than you, please list the name/contact information for the point of contact within the agency, company, or organization:

\_\_\_\_\_

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Federal Agency Involved

Claim Number

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Specific Assistance Needed

U.S. Senator Tom Carper has my permission to make inquiries into my personal records and/or files as necessary to assist me in the matter I have presented to his office.

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Signature

Date

Please mail or fax this completed form, along with a detailed letter and all supporting documentation, to one of the following offices:

**Attn: Casework  
Office of U.S. Senator Tom Carper  
301 North Walnut Street, Suite 102L-1  
Wilmington, DE 19801**

**Phone: (302) 573-6291  
Fax: (302) 573-6434**

**Attn: Casework  
Office of U.S. Senator Tom Carper  
500 West Loockerman Street, Suite 470  
Dover, DE 19904**

**Phone: (302) 674-3308  
Fax: (302) 674-5464**

**Attn: Casework  
Office of U.S. Senator Tom Carper  
12 The Circle  
Georgetown, DE 19947**

**Phone: (302) 856-7690  
Fax: (302) 856-3001**