

Authority to Sign

Authorise your Post Person to sign for items on your behalf if you're not at home.



Authority to Sign is a free service from Isle of Man Post Office. You can authorise your Post Person to sign for items requiring a signature while you're not at home.

All you need to do is to complete the form overleaf, which must be signed by all adults at the property who wish to use the service. Your Post Person can then sign for the item on your behalf and deliver whilst you're not home.

Completed forms should be sent to:

Customer Services

Isle of Man Post Office

Spring Valley Industrial Estate

IM2 1AA

IMPORTANT

- This form **MUST** be signed by all adults requesting this service.
- If items are too large to fit through your letterbox, you can nominate a 'Safe Place' for us to deliver while your not at home. Visit iompost.com/safeplace for more details.

T: 664664

E: customerservices@iompost.com

Isle of Man
Post Office
Oik Postagh Ellan Vannin



iompost.com/ats

Authority to Sign

Important letters and packets can be waiting for you when you get home without the inconvenience of collecting them from the sorting office, saving you time and trouble!

If the package needs to be signed for then you can authorise your post person to sign for it on your behalf if you are not at home. We can then deliver it as normal. Simply complete the form below, which should be signed by all adults requiring the service and return to our Customer Services Team.

If items are too large to fit through your letterbox you can nominate a Safe Place for us to leave your items. Visit www.iompost.com/safeplace for more information.

PROVIDE AUTHORITY TO SIGN ON YOUR BEHALF

I / we authorise the post person to sign for items the post person can deliver as normal



COMPLETE YOUR DETAILS - ALL ADULTS REQUIRING THIS SERVICE MUST SIGN THIS FORM

LEAD CUSTOMER	OTHER CUSTOMERS AT THIS ADDRESS
First name:	Full name:
Last name:	Signature:
Address:	Full name:
	Signature:
	Full name:
Postcode:	Signature:
Contact telephone number:	Full name:
Email address:	Signature:
Signature of lead customer:	Full name:
	Signature:

DECLARATION

I confirm, on behalf of the above signatories at this address that Isle of Man Post Office is authorised to sign for items on our behalf.

I agree to comply with the Terms and Conditions found at www.iompost.com/safeplace and I am aged 18 or over.

Full Name			
Signature		Date	

This is not a scheme which is governed by section 13 of the of the Post Office Act 1993 ("the Act") and the provisions of section 19 of the Act does not apply. By signing this form I accept that I will have no claim against the Isle of Man Post Office for non-receipt of or damage to the item(s) occurring after delivery. I agree that this authority will remain in force until Isle of Man Post Office is notified otherwise.

For more information please visit iompost.com/safeplace or call Customer Services on **664664**.