



## Letter of Authority

Authorisation to Act in Relation to Data Subject Access Requests

|                                                       |                                                                       |
|-------------------------------------------------------|-----------------------------------------------------------------------|
| <b>Full Name</b>                                      | Mark Irvine                                                           |
| <b>Date of Birth</b>                                  | 18/05/1964                                                            |
| <b>Previous Names (if any)</b>                        |                                                                       |
| <b>Current Address</b>                                | Flat 0/2, Ground Right<br>46 Bangorshill Street<br>Glasgow<br>G46 8LF |
| <b>Previous Address (relevant to care placements)</b> | Greenfield Street<br>Govan<br>Glasgow                                 |
| <b>Mothers Name:</b>                                  | Margaret Irvine                                                       |
| <b>Fathers Name:</b>                                  | Desmond Irvine                                                        |

## Authorised Representative

|                         |                                                                        |
|-------------------------|------------------------------------------------------------------------|
| <b>Firm Name</b>        | INS Law                                                                |
| <b>Address</b>          | Building B, 23 Goodlass Road,<br>Speke, Liverpool, England, L24<br>9HJ |
| <b>Email</b>            | evidence@inslaw.co.uk                                                  |
| <b>Telephone</b>        | 0161 888 0830                                                          |
| <b>Matter Reference</b> | 101436                                                                 |

Dear Sir/Madam,

I, Mark Irvine , confirm that I have instructed INS Law to act on my behalf in relation to the exercise of my data protection rights, including my right of access under the UK General Data Protection Regulations and the Data Protection Act 2018. This authority is provided specifically in relation to my application to The Scottish Redress Scheme, providing authority to INS Law to obtain any and all information they deem necessary to progress my application.

I authorise INS Law, including its partners, directions, employees, consultants, agents, and authorised representatives, to:

1. Prepare, submit, and pursue Data Subject Access Requests on my behalf;
2. Correspond with you and communicate with you on my behalf in relation to any Data Subject Access Request or associated data protection matter;
3. Request confirmation as to whether you process my personal data;
4. Request access to, and copies of, my personal data and any supplementary information to which I am entitled under applicable data protection law;
5. Request information concerning the purposes of processing, categories of personal data processed, recipients or categories of recipients, retention periods, sources of data, and any automated decision-making or profiling, where applicable;
6. Provide, confirm, or clarify information reasonably required to identify me and locate my personal data;
7. Receive correspondence, disclosures, copies of personal data, explanations, schedules, electronic files, paper records, and any other response or material provided in connection with the request;
8. Correspondence with you regarding the scope, timing, format, completeness, or adequacy of any response;
9. Raise queries, challenge omissions, request clarification, request further searches, and pursue follow-up correspondence where necessary; and
10. Where appropriate, assist me in making complaints or representations to the Information Commissioner's Office or in taking any further steps arising from your response or failure to respond.

This authority applies to personal data held by you in any form, including paper records, electronic records, correspondence notes, call recordings, account records, internal records, case files, databases, emails, messages, audio recordings, CCTV footage, and any other records containing my personal data.

This authority extends to all personal data concerning me that you hold.

I request all correspondence and disclosure materials relating to any Data Subject Access Request be sent directly to INS Law using the contact details above, quoting reference

I further authorise INS Law to disclose any records, personal data, special category personal data, witness statements and application materials obtained on my behalf to independent Scottish solicitors or legal advisers where reasonably required for the purpose of advising me on any offer, award, review, reconsideration or statutory waiver under the Scottish Redress Scheme.

This authority remains valid from the date of signature, unless revoked by me in writing.

|                   |                                                                                    |
|-------------------|------------------------------------------------------------------------------------|
| <b>Signature</b>  |  |
| <b>Print Name</b> | Mark Irvine                                                                        |
| <b>Date</b>       | 13/08/2026                                                                         |

# Certificate of Authenticity

Fintrixor — electronic signature record



|                         |                                                                 |
|-------------------------|-----------------------------------------------------------------|
| Certificate ID          | 01KZXVRTBKT6KEEG7JW53B3PZB                                      |
| Document ID             | 01KZXSZTM4FH7SPT6BJSM6J3AN                                      |
| SHA-256 Document Hash   | 01afb15fa7d27cbb093c5a8449855fe9b8bf9508e659c90739b750306ece8e8 |
| Recipient Name          | Mr Mark Anthony Irvine                                          |
| Recipient Email         | needemail11@gmail.com                                           |
| Signing Timestamp (UTC) | 2026-08-13 15:27:36                                             |
| IP Address              | 89.243.164.73                                                   |
| Browser                 | Chrome on Android                                               |

## Signing Consent & Review

|                                      |                                            |
|--------------------------------------|--------------------------------------------|
| Document opened                      | 2026-08-13 14:56:45 UTC                    |
| Document reviewed (scrolled through) | 2026-08-13 15:27:23 UTC                    |
| Consent confirmed                    | 2026-08-13 15:27:36 UTC from 89.243.164.73 |

Statement confirmed: "I confirm that my electronic signature is legally binding and has the same legal effect as a handwritten signature."

## Audit Trail

| Event                                | Timestamp (UTC)     | IP Address    | Browser         |
|--------------------------------------|---------------------|---------------|-----------------|
| Document created                     | 2026-08-13 14:56:29 | 45.145.101.64 | Unknown browser |
| Document sent to recipient           | 2026-08-13 14:56:40 | 45.145.101.64 | Unknown browser |
| Document opened by recipient         | 2026-08-13 14:56:45 | 66.249.81.169 | Chrome          |
| Document opened by recipient         | 2026-08-13 14:57:01 | 66.102.7.32   | Chrome          |
| Document opened by recipient         | 2026-08-13 15:25:40 | 89.243.164.73 | Chrome          |
| Document reviewed (scrolled through) | 2026-08-13 15:27:23 | 89.243.164.73 | Chrome          |
| Legally-binding consent confirmed    | 2026-08-13 15:27:36 | 89.243.164.73 | Chrome          |
| Document signed                      | 2026-08-13 15:27:36 | 89.243.164.73 | Chrome          |

Verify this certificate at <https://esign.fintrixor.co.uk/verify/01KZXVRTBKT6KEEG7JW53B3PZB>