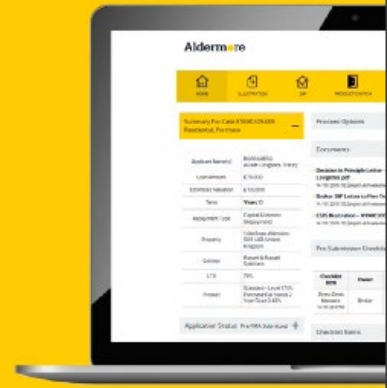


# Aldermore portal – administrator access

Please complete this form if you'd like to give your administrator(s) access to the Aldermore portal. They'll have read only access to the portal to upload documentation on behalf of a registered advisor. Please complete the information below and send it back to us.



<b>Administrator name</b>	Mr	Mrs	Miss	Other
	First	Middle	Last	
<b>Administrator date of birth</b>	<input type="text"/>			
<b>Administrator email address</b>	<input type="text"/>			
<b>Administrator telephone number</b>	<input type="text"/>			
<b>Company name</b>	<input type="text"/>			
<b>FCA number</b>	<input type="text"/>			

**Access required for 'All brokers'** **'Broker name' only to be specified if access not for all**

This authorisation must be provided by an active broker or company director.

<b>Your name</b>	<input type="text"/>
<b>Your job title</b>	<input type="text"/>

You are responsible for completion of the information on this proposal form and in particular for the supply of all personal data to us which is included on the form. By signing this form you confirm that you have brought this form to the attention of those persons about whom you are supplying personal data and that you have obtained the agreement of all persons to the submission of their personal data or that you are authorised to provide the personal data to us.

By signing below, I acknowledge that registered advisors are responsible for any admin assistant activity in relation to the processing of an application on their behalf and ensuring that any such activity is in accordance with the [terms of business](#).

In order to protect our business and to comply with laws that apply to us, we undertake checks for the purposes of preventing fraud and money laundering and to verify your identity. We will use the information you give us in order to process this request and as part of ongoing maintenance of your account. You can find more information on how we handle your data in the privacy notice on our website.

**Signature** Please note that in order for the digital signature function to work, this form needs to be downloaded and saved before completing. It then needs to be opened in Adobe Acrobat reader or writer, not a web browser.

In signing, you confirm that all the information you've provided is correct.

Once completed, please save this form and email to: [mortgage.registrations@aldermore.co.uk](mailto:mortgage.registrations@aldermore.co.uk). We'll then send you your login details.

## Aldermore

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