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The Manager,  
Customer Services,  
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Dear Sir/Madam,  
re: .....

To enable a full review of my insurance programme to be undertaken, I/we hereby authorize your company to supply full details of the above contract, held by your company, and owned by, or written on my life, to Phil Jones Insurance Services Ltd, of Parnell (Agency No. ....)

This authority is to remain in force until cancelled in writing.

Yours faithfully,

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