Casework Privacy Release Form

Due to the enactment of the "Right to Privacy Act," it is necessary for you to complete and sign this form authorizing me and members of 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.

Date: _____

Name: _____

Address: _____

City and State: _____ Zip: _____

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.

Signature: _____

Date of Birth: _____

Social Security Number: _____

Telephone: _____

Do you currently have a case pending before a local, state, or federal court in regard to this matter?:_____

Please print this form and mail or fax it to:

Wilmington
Attn: Casework
1 Christina Center
301 North Walnut Street
Suite 102L-1
Wilmington, DE 19801

Phone: 302-573-6291
Fax: 302-573-6434

Dover
Attn: Casework
Dover
500 W. Loockerman St.
Suite 470
Dover, DE 19904

Phone: 302-674-3308
Fax: 302-674-5464

Georgetown
Attn: Casework
12 The Circle
Georgetown, DE 19947

Phone: 302-856-7690
Fax: 302-856-3001

Frequently Asked Questions about the Privacy Release Form

You will need to complete a Privacy Release Form before my staff can look into matters on your behalf. Below are common questions about the form and links to the form itself in both English and Spanish.

I keep seeing the term Privacy Release Form. What is it and why do I need to complete one for you to make inquiries on my behalf?

The Privacy Release Form is required under the Right to Privacy Act. It simply is a form on which you give some basic information about yourself - your name, address, phone number and Social Security number - and then sign your name. By doing this you are giving me permission to contact an agency on your behalf. This is to protect you from having people get information about you without your permission.

Do I have to come to one of your offices to get a Privacy Release form?

No, you can either print this one off, or contact my one of my State offices and ask them to send you one.

Wilmington
Attn: Casework
1 Christina Center
301 North Walnut Street
Suite 102L-1
Wilmington, DE 19801

Phone: 302-573-6291
Fax: 302-573-6434

Dover
Attn: Casework
Dover
2215 Federal Building
300 South New Street
Dover, DE 19904

Phone: 302-674-3308
Fax: 302-674-5464

Georgetown
Attn: Casework
12 The Circle
Georgetown, DE 19947

Phone: 302-856-7690
Fax: 302-856-3001