What information do I need to fill out the paperwork requesting a Power of Attorney be made for me?

1. Full legal names of the person you wish to designate as your primary attorney in fact and an alternate.
2. Current home address, the address at which your attorney in fact will be living for the duration of the Power of Attorney and that of your alternate.
3. Social Security numbers of your primary attorney in fact and the alternate
4. Inclusive dates for the duration of the Power of Attorney.

Go online to our website to fill out and print the AO Intake Form (email submission will be available in the future); then bring it in to the Student Legal Service office, OR come in to the office to fill out the paperwork (be sure to bring your I-card).

Either way, you have to come in to the office with your I-card to set up an appointment to come back to execute the Power of Attorney.

The information contained herein is not intended as a substitute for legal advice. Students who are confronted with legal problems or who need specific advice are encouraged to seek assistance from a licensed attorney at Student Legal Service.
What is Ratification?

As principal, you are holding those who rely on the written Power of Attorney presented by your attorney in fact harmless as long as the use was lawful and within the scope of the terms of the document. The bank is not liable for allowing the attorney in fact to clean out your account if the document permits general transaction of business, but the attorney in fact could be sued for theft and breach of fiduciary duty.

How can I revoke the Power of Attorney?

Your Power of Attorney can be revoked by:

⇒ physically destroying the document,
⇒ allowing the document to expire on the date on the face of the document, or
⇒ supplying written notice of revocation of Power of Attorney to the attorney in fact and any entities that may rely upon your Power of Attorney.

What do you do with the document?

The Power of Attorney is signed in the presence of a Notary Public by you as principal and witnessed by two other competent adults.

The original Power of Attorney is given to the attorney in fact to be presented to banks and other financial institutions as if you were personally present. As principal, you should retain a copy of the Power of Attorney.