**Appendix 1**

**Letter to Ofcom requesting that a DPN is issued**

The Office of Communications

FAO The Coroner’s Support Team

By email to: CoronersSupport@ofcom.org.uk.

Dear Ofcom,

I am conducting an investigation into the death of **[name of child]** (date of birth **[date]**), and I consider that information held by regulated services relating to the child should be preserved.

The email addresses that I understand the child used are: **[insert any email addresses] *OR*** I do not have any details of email addresses used by the child.

The child’s mobile number was **[insert number]** ***OR*** I do not have any details about the child using a mobile phone.

I should be grateful if you would issue Data Preservation Notices to the following service providers:

|  |  |  |
| --- | --- | --- |
| **No.** | **Name of service provider** | **Any additional information available about the child’s use of the service (e.g. the child’s username)** |
|  |  |  |
|  |  |  |
|  |  |  |

Yours faithfully

**[Coroner name]**

**[Coroner area]**