DR. JENS HEINIG
NOTARY

Poststraße 6 · 40789 Monheim on the Rhine · TEL 02173 / 399591-0 · FAX 02173 / 399591-11 · info@notar-heinig.de

DATA FOR THE PREPARATION OF A GENERAL POWER OF ATTORNEY

*Further information also under **www.notar-heinig.de/vorsorgevollmacht/***

Please enter the personal data of the person granting power of attorney! Please complete this checklist again for each additional power of attorney that is to be prepared.

Principal

Name:	
First name:	
Birth name:	
Date of birth:	
Street/No.:	
ZIP Code/Place:	
Phone no.:	
E-Mail:	

Please enter the personal data of the authorized representative(s)!

1. Authorized representative

Name:	
First name:	
Birth name:	
Date of birth:	
Street/No.:	
ZIP Code/Place:	
Phone no.:	
E-Mail:	
Relationship:	

2. Authorized representative

Name:	
First name:	
Birth name:	
Date of birth:	
Street/No.:	
ZIP Code/Place:	
Phone no.:	
E-Mail:	
Relationship:	

3. Authorized representative

Name:	
First name:	
Birth name:	
Date of birth:	
Street/No.:	
ZIP Code/Place:	
Phone no.:	
E-Mail:	
Relationship:	

4. Authorized representative

Name:	
First name:	
Birth name:	
Date of birth:	
Street/No.:	
ZIP Code/Place:	
Phone no.:	
E-Mail:	
Relationship:	

5. Authorized representative

Name:
First name:
Birth name:
Date of birth:
Street/No.:
ZIP Code/Place:
Phone no.:
E-Mail:
Relationship:

6. Authorized representative

Name:
First name:
Birth name:
Date of birth:
Street/No.:
ZIP Code/Place:
Phone no.:
E-Mail:
Relationship:

Draft fees confirmed ☐

The preparation of a draft by the notary is of course subject to a fee. If the notarization is not carried out, the notary is legally obliged to charge statutory fees. I am aware of this and hereby confirm it.

Enclosed you will find a valuation form, which please fill in and send to us for our cost calculation.

Reset entries	Valuation sheet (PDF)	Valuation sheet (Excel)

You can calculate the notary fees here!