



I would like the following form(s) emailed to me: Please check.

All invoices, receipts & notices (where applicable)

Payment Receipts

Utility Invoices & Notices

Tax Invoices & Notices

Assessment Notices

Other Invoices, Notices & Correspondence (where applicable)

(**Please note to meet legislation requirements some invoices & notices will also be mailed or sent registered.)

Please complete the following information:

Customer Name: _____ Utility or Tax Account #: _____

Mail Box # & Street Address: _____

Phone number: _____ Email address: _____

By returning this form to notice@townofdundurn.ca, I acknowledge that I read and agree to the following terms.

Term & Conditions

The Town of Dundurn offers residential and commercial customers the opportunity to receive municipal notices as attachments in an e-mail rather than by regular mail.

Transmitting information by e-mail has several risks that customers should be aware of. These include, but are not limited to, the following:

- E-mail can be circulated, forwarded, and stored in numerous paper and electronic files.
- E-mail can be immediately broadcast worldwide and be received by many intended and unintended recipients.
- E-mail senders can easily misaddress an email.
- E-mail is easier to falsify than handwritten or signed documents.
- Backup copies of e-mail may exist even after the sender or the recipient has deleted their copy.
- E-mail can be intercepted, altered, forwarded, or used without authorization or detection.
- E-mail can be used to introduce viruses into computer systems.
- E-mail can be used as evidence in court.

The Town of Dundurn will use reasonable means to protect the security and confidentiality of e-mail information sent and received. However, because of the risks outlined above, the municipality cannot guarantee the security and confidentiality of e-mail communication and will not be liable for improper disclosure of confidential information. For this reason, the customer must consent to the use of e-mail for delivery of municipal notices.

Consent to the use of e-mail for the delivery of municipal notices includes agreement with the following:

1. Failure to receive an e-mailed municipal notice does not release me from my responsibility to pay any charges specified on the notice, or any penalties which may be incurred by late payment.
2. I will inform the Town of Dundurn of any change in my e-mail address as soon as possible, to prevent the misdirection of notices and reduce the risk of my not receiving a notice.
3. I may withdraw from e-mail delivery at any time. To do so I will inform the Town of Dundurn, and future notices which were previously emailed will be sent by regular mail.

(Items will begin to be emailed when consent form is received and processed)

Thank you.