

EMAIL CONSENT FORM

The **Town of Asquith** offers residents the opportunity to receive specific municipal notices as attachments in an email rather than by regular mail.

The **Town of Asquith** will use reasonable means to protect the security and confidentiality of email information sent and received. However, there are always risks involved and the municipality cannot guarantee the security and confidentiality of email communication and will not be liable for improper disclosure of confidential information. For this reason, the customer must consent to the use of email for delivery of municipal notices.

Consent to the use of email for the delivery of municipal notices includes agreement with the following:

1. Failure to receive an emailed municipal notice does not release me from my responsibility to pay any charges on the notice, or any penalties which may be incurred by late payment.
2. I will inform the Town of Asquith of any change in my email 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 email delivery at any time. To do so I will inform the Town of Asquith, and all the notices which were previously emailed to me will be sent by regular mail.

CUSTOMER ACKNOWLEDGEMENT AND CONSENT

Customer Name_____

Customer Mailing Address_____

Customer Email Address_____

I acknowledge that I have read and fully understand this document, and consent to the delivery of specific municipal notices from the Town of Asquith to me by email.

Customer Signature_____Date_____

(Please return this signed form to the Asquith Town Office via email, regular mail, or drop through mail slot in door of town office.)