



# SIGN UP NOW PAPERLESS E-NOTICES

The RM of Kelvington is now offering email notices for the following:

**Tax Assessment Notices**

**Tax Notices**

**Receipts**

To sign up - fill out & sign the consent form on the back of this page.

**Completed Consent forms can be:**

**Dropped off at the RM office (201 Main Street, Kelvington, SK)**

**Faxed to (306) 327-4222**

**Emailed to [rm366@sasktel.net](mailto:rm366@sasktel.net)**

Any Questions? Don't hesitate to call us at 306-327-4222

## Why E-Notices??

**e-Notices have many convenient features and benefits:**

- You receive an email notification containing an attachment of your notices.
- You are able to see your notices faster than if they were sent via regular mail.
- You can save or print a PDF version of your notice.



Please ensure that you add the RM's email address ([rm366@sasktel.net](mailto:rm366@sasktel.net)) to your Safe Contact list to ensure that your e-Notices do not go to your junk folder.

If you are not receiving your e-Notices in your inbox, please check your junk folder.

# RM OF KELVINGTON NO. 366 EMAIL CONSENT FORM

RM of Kelvington No. 366 ratepayers now have the option to receive municipal notices by email rather than by regular mail.

**Transmitting information by e-mail has a number of risks that ratepayers 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 RM of Kelvington** 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 email 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.

## CUSTOMER ACKNOWLEDGEMENT AND CONSENT

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### Consent

I 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 RM of Kelvington 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 RM of Kelvington, and moving forward all notices will be sent by regular mail.

I acknowledge that I have read and fully understand this document, and consent to the delivery of municipal notices from the RM of Kelvington to me by e-mail.

Customer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Completed Consent forms can be dropped off at the RM office (201 Main Street, Kelvington, SK),  
faxed to (306) 327-4222 or emailed to [rm366@sasktel.net](mailto:rm366@sasktel.net).**