



Village of Merrickville-Wolford E-Notice Consent Form

The Village of Merrickville-Wolford offers residents the opportunity to receive specific municipal notices as attachments in an e-mail rather than by regular mail.

Transmitting information by e-mail has several risks that residents 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 Village of Merrickville-Wolford 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/us from my/our responsibility to pay any charges specified on the notice, or any penalties which may be incurred by late payment.
2. I/We will inform the Village of Merrickville-Wolford of any change in the e-mail address as soon as possible, to prevent the misdirection of notices and reduce the risk of my/our not receiving a notice.
3. I/We may withdraw from e-mail delivery at any time. To do so I/we will inform the Village of Merrickville-Wolford, and all notices which were previously e-mailed to me/us will be sent by regular mail.

CUSTOMER ACKNOWLEDGEMENT AND CONSENT

Customer name _____

Customer mailing address _____

Customer e-mail address _____

Taxes (Interim, Final, Supplemental, Past Due) Utility (Regular, Final Notices, Past Due)

I/we acknowledge that I/we have read and fully understand this document, and consent to the delivery of specific municipal notices from the Village of Merrickville-Wolford to me/us by e-mail.

Customer signature _____ Date _____

Customer signature _____ Date _____

*All names listed on the Title for the property are required to sign.