



## DIGITAL COMMUNICATION CONSENT FORM

The R.M. of Mervin No. 499 offers residents the opportunity to receive specific municipal information as attachments as digital communication rather than by regular mail.

**Transmitting information digitally has a number of risks that residents should be aware of. These include, but are not limited to, the following:**

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

**The R.M. of Mervin No. 499** will use reasonable means to protect the security and confidentiality of digital information sent and received. However, because of the risks outlined above, the municipality cannot guarantee the security and confidentiality of digital communication, and will not be liable for improper disclosure of confidential information. For this reason, the ratepayer must consent to the use of digital communication for delivery of municipal information.

**Consent to the use of digital communication for the delivery of municipal information includes agreement with the following:**

1. Failure to receive digital communication of municipal information does not release me from my responsibility to pay any charges specified in the information, or any penalties, which may be incurred by late payment.
2. I will inform the R.M. of Mervin No. 499 of any changes to my e-mail address or phone number as soon as possible, to prevent the misdirection of information and reduce the risk of my not receiving municipal information.
3. I may withdraw from e-mail delivery at any time. To do so, I will inform the R.M. of Mervin No. 499 in writing, and all notices which were previously e-mailed to me will be sent by regular mail.

### **CUSTOMER ACKNOWLEDGEMENT AND CONSENT**

**Customer Name:** \_\_\_\_\_

**Customer Mailing Address:** \_\_\_\_\_

**Customer E-mail Address:** \_\_\_\_\_

*I acknowledge that I have read and fully understand this document, and consent to the delivery of specific municipal information from the R.M. of Mervin No. 499 to me by digital communication.*

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

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