

## **Go Paperless with E-Notices– It's Fast & Clutter-Free!**

Would you like your **Assessment notices, Tax notices and Receipts** by email instead of mail?

- ✓ **To go paperless, fill out the consent and return by email to [info@rmoffrancis.ca](mailto:info@rmoffrancis.ca), drop off at PT NE 32 14 14 W2, or mail to Box 36 Francis, SK S0G 1V0 or contact our office.**

Sign up for our paperless option today!

-  Faster delivery
-  Less to keep track of
-  Great during postal delays

Note:

- If you sign up, you'll get email only (no mail).
- Prefer paper? No need to do anything.
- Want both? Stay with mail and just ask us when you need an emailed copy.

### **PART A. CONSENT FORM INFORMATION**

***Transmitting information by e-mail has a number of 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 RM of Francis No. 127 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.***

## PART A. CONSENT FORM ACKNOWLEDGEMENT & SIGNATURE

*I \_\_\_\_\_ consent to the use of email for the delivery of municipal notices and 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. *It is the responsibility of the owner to check other folders including spam for receipt.*
2. I will inform the RM of Francis No. 127 of any change in my e-mail address(s) as soon as possible, to prevent the misdirection of e-notices and reduce the risk of my not receiving e-notice.
3. I may withdraw from e-mail delivery at any time. To do so I will inform the RM of Francis No 127, and all e- notices which were previously e-mailed to me will be sent by regular mail.
4. If there are multiple owners on account, it is the responsibility of the owner to notify others registered on title direction of e-notices.
5. If signed up for e-notices, in-person payments at the RM office will be sent by email and must be requested at time of payment for copy.
6. I understand that the RM of Francis No. 127 reserves the right to discontinue e-notice services at any time without notice, of which regular mail will commence.

***I acknowledge that I have read and fully understand this document and consent to the delivery of e-notices from the R.M. of Francis No. 127;***

Registered Owner Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
(Mailing address to be confirmed with current information on account)

EMAIL Address for e-notices: \_\_\_\_\_

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please sign and return this e-notice consent form to the  
Rural Municipality of Francis No. 127**

- email [info@rmoffrancis.ca](mailto:info@rmoffrancis.ca) or
- drop off at PT NE 32 14 14 W2 or
- mail: Box 36 Francis, SK S0G 1V0

**Thank-you for choosing e-notice, feel free to reach out to us with any questions!  
Phone: (306) 245-3256**