



Office Use Only

Received by: _____ Date: _____

Entered by: _____ Date: _____

TOWN OF BALGONIE EMAIL CONSENT FORM

Name(s): _____

Street Address(es) of
Balgonie Properties: _____

Mailing Address: _____

Phone Number(s): _____

Primary Email:
(Customer Portal Login) _____

Secondary Email: _____

I hereby authorize the Town of Balgonie, for the purpose of receiving notifications from the Customer Portal, to use my email address to send me the following documents:

- Utility Notices
- Tax Notices
- Tax Assessments
- Receipts
- Custom Letters

I understand that:

1. I will receive email notifications when new documents are uploaded to the Customer Portal.
2. Once registered for the Customer Portal, paper copies will no longer be mailed to me.

I will inform the Town of Balgonie of any changes to my email address.

Signature: _____ Date: _____

Return completed form to the Town Office or email general@balgonie.ca.