

Consent to Receive Electronic Delivery of ARB Correspondence

If you would like to correspond electronically with the ARB, you may do so by providing your email address to us at assessmentreviewboard@edmonton.ca or by completing this form.

Electronic documents such as complaint forms, rescheduling requests and general ARB information are available through www.edmonton.ca/arb. They are a faster, environmentally-friendly alternative to receiving traditional paper documents in the mail.

You may also choose to use our online complaint system at <https://arb.edmonton.ca>. This would allow you to electronically:

- track the status of your complaint,
- view hearing information (including hearing notices) and hearing outcome(s),
- submit your disclosure of evidence to the ARB, and
- access your decision(s).

Please review this Consent and confirm your acceptance at the bottom.

You understand and acknowledge that:

- you will receive all correspondence, including hearing notices and decisions, electronically rather than in paper form;
- your request to receive email notification does not in any way change any obligations to adhere to the regulations set out in the *Municipal Government Act* and the *Matters Relating to Assessment Complaints Regulation*;
- the ARB will not be responsible to you in any way for any damages or costs incurred by you as a result of your failure to receive an email notification or review your electronic correspondence;
- all electronic documents are presented as PDF files and require you to have Adobe Reader software installed on your computer;
- it is your responsibility to retain a copy of all documents by saving or printing a copy while it is available to view;
- we may provide you with paper documents if we deem it appropriate or if we are unable to provide them electronically;
- you must notify us of any change to your email address; and,
- your electronic documents will be available to you for up to 5 years.

☐ I accept the terms and conditions presented above.

☐ Please email me a complaint number and confirmation number so that I can access my complaint online. I am in no way obligated to use the system.

Name: _____ Property Address: _____

email address: _____ Tax number(s): _____

Signature: _____ Date: _____