Hello Residential CEIP Applicant(s),

The following are useful instructions on how to complete the “Consent to Disclose Data and Release Information” form on page two, three and four of this attachment.

Before processing your CEIP application, the City of Edmonton requires that you print, sign and upload a copy of the “Consent to Disclose Data and Release Information” to the 'Attachment' section in the CEIP Application Portal.

Step 1: Print the document. Have **ALL PROPERTY OWNERS** read the document.

Step 2: On page one, print the names of **ALL PROPERTY OWNERS** and indicate the CEIP Project ID (eg. EDMO-R-26-0000####). On page two and three, have **ALL PROPERTY OWNERS** initial on the lines indicated.

Step 3: On page four, have **ALL PROPERTY OWNERS** physically (in pen) sign the document where indicated.

Step 4: Scan the fully signed form and upload a copy of the “Consent to Disclose Data and Release Information” to the 'Attachment' section in the CEIP Application Portal.

Note: Your application can proceed through the approval process upon receipt of the scanned copy.

CONSENT TO DISCLOSE DATA AND RELEASE OF INFORMATION
CITY OF EDMONTON CLEAN ENERGY IMPROVEMENT PROGRAM

I/We, _____,
Participant(s) under Project CEIP # _____, understand that by signing this form, I/we am/are providing my/our additional consent where necessary for use and disclosure of information, including personal information, as described in this document, required for my participation in the City of Edmonton's Clean Energy Improvement Program.

I/We have been informed and understand that through my/our participation in the Program, and my/our submission of the application documents, The City of Edmonton (the "Municipality") is collecting Participant and Application information, EnerGuide Home Evaluation including the Energuide Rating System label ("ERS Label"), photographic and/or video images of the Clean Energy Improvements, and other proof of installation either directly through the Participant or through Alberta Municipalities (the "Program Administrator"). This may include personal information, which, as noted in the application forms, collection is authorized under section 4(c) of the *Protection of Privacy Act (POPA)*.

Consent for Municipality to use existing information and share with Program Administrator

I/We understand that the Municipality will be reviewing information submitted by myself/us or any other Participant, in relation to the Property where the Program Administrator is required to determine whether the Project is eligible to proceed. Personal information is collected for the purpose of the Clean Energy Improvement Program and will be used for program decisions and analysis of data using the information. Collection is authorized under section 4(c) of the *Protection of Privacy Act (POPA*) and is managed and protected in accordance with the Act. The City intends to input the information into an automated system to generate content or make decisions, recommendations or predictions in accordance with the City of Edmonton Generative AI Standard (see Council Policies, Standards section). For questions about the collection, please contact the Edmonton CEIP Team ceip.residential@edmonton.ca.Where these records are relevant to the Project and that determination, including zoning applications, development and safety code permits, and infill or construction related bylaw infractions, I/we consent to the Municipality accessing and using these identified records for the purposes of determining the Property and Applicant's compliance with sections 12(1) and (2) of Bylaw 20678, the Clean Energy Improvement Program Tax Bylaw, and sharing these records with the Program Administrator.

Initial(s) (all participants) _____

Public disclosure or sharing with third parties

I/We hereby authorize the Municipality to disclose publicly information regarding the Property, the Project, all Clean Energy Improvements and the Incidental Costs, and the EnerGuide Home Evaluation provided such disclosure shall be limited to the building type, address, photos, list of Eligible Upgrade(s) and ERS Label. The ERS Label and certain data associated with the property will be displayed on the Municipality's online Home Energy Map.

I/We also authorize the Municipality and the Program Administrator to disclose only necessary Participant information with other third party organizations who:

- offer energy efficiency rebate programs for the purposes of monitoring compliance of rebate stacking,
- are hired or contracted by the Municipality or the Program Administrator for general program evaluation, performance monitoring, future studies, and future program planning, and
- are hired or contracted by the Municipality or the Program Administrator for scheduling and completing site inspections at the Property.

Initial(s) (all participants) _____

Optional Consent and Licence for use of Photographs

With additional consent, any photographs or video images provided by the Participant through the Project may be incorporated by the Municipality, its third party partners including funders, which may include, but is not limited to, the Federation of Canadian Municipalities ("FCM"), or the Program Administrator, now or in the future into materials (the "Product") used for one or more of the following: informational and promotional purposes relating to the Program or the funding, and public information and promotional purposes for the Municipality, FCM (if applicable), or the Program Administrator. This consent is fully voluntary, and choosing not to grant this consent or licence, by not initialing this section, does not affect a Participant's Application or participation in the Clean Energy Improvement Program.

By initialing this section, I/we hereby grant the Municipality, the Program Administrator, FCM (if applicable), and their successors or assigns (collectively, the "Producer") the right to use my/our photos or videos in the Product whether recorded on or transferred to videotape, film, slides, photographs, audio tapes, digital or other media, now known or later developed, for use by the Producer in one or more of the following: on Web pages, YouTube, Twitter, Facebook, other social media, commercial or non-commercial television, closed-circuit exhibition, audio-visual presentations, publications and advertisements. This grant includes without limitation the right to edit, mix or duplicate and to use or re-use the Product in whole or part as the Producer may elect. I/we acknowledge that I/we have no interest or ownership in the Product or its copyright, including moral rights.

Optional Initial(s) (all participants) _____

I/We acknowledge that this Consent to Disclose Data and Release Information form constitutes a binding agreement. I/We confirm that I/we have the right to enter into this Agreement, that I/we am/are not restricted by any commitments to third parties, and that the Producer has no financial commitment or obligations to me as a result of this Agreement, except as set out in this Agreement. If the optional initial was provided above, I/we hereby give all clearances, copyright and otherwise, for the use of my/our photos, video or data in the Product or other listed uses. I/We expressly release the Producer and its officers, employees, agents and designees from any and all actions, causes of action, liability, claims and demands whatsoever in law or equity known and unknown that I/we may have now or in the future arising out of, or in any way connected with, the above granted uses and representations. The rights granted the Producer herein are perpetual and worldwide.

This Agreement shall be governed and construed in accordance with the laws of the Province of Alberta and the federal laws of Canada applicable therein and the parties expressly attorn to the exclusive jurisdiction of the courts of the Province of Alberta.

I/We have read the foregoing and understand its terms and agree to all of them.

Participant:

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Date:

Participant:

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