



ESeSend SUBSCRIPTION SERVICE AGREEMENT

NEW CHANGE

Please read the following terms and conditions carefully, as they contain important information regarding the Lacombe County ESeSend subscription services:

- ESeSend subscribers will receive documents relating to their personal accounts and transactions with Lacombe County electronically, via the email address provided. (Includes: cash receipts, invoices, tax notices, utility bills, and related correspondence);
- It is the subscribers' responsibility to provide the correct email address to Lacombe County, and to inform Lacombe County of any changes to their email address;
- If you have not received your utility invoice(s) by the 15th of each month, or your tax notice(s) by the 15th of June, please contact the Lacombe County Office at 403-782-6601. Non-receipt is not justification for late payment, and penalties will apply.

Name

Email Address

Street Address

City/Town

Postal Code

Method of Receipt (*check one*):

Electronic Paper *and* Electronic

Please provide details for all accounts and/or properties you would like to subscribe:

Roll Number(s)

Utility Account Number(s)

Customer Number(s)

I, _____, have read and agreed to the terms and conditions of the ESeSend service agreement, as presented above.

Signature

Date

The information on this form is collected under the authority of Section 33(c) of the *Freedom of Information and Protection of Privacy Act* and will be used to provide ESeSend services to the subscriber(s) named in this agreement. If you have any questions regarding the collection, use, or disclosure of this information, please contact the Lacombe County Finance Manager at Lacombe County, RR 3, Lacombe, AB, T4L 2N3, or 403-782-6601.