



Email Communication Informed Consent

Appeal hearings are scheduled between mid-March and December and a hearing notice providing further details will be forwarded to you once your appeal has been scheduled. If you would like to receive your hearing notice and other correspondence from us electronically, complete and return this form.

Please review and confirm your acceptance.

You understand and acknowledge that:

- you will receive all correspondence, including hearing notices and decisions, electronically
- 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
- you are responsible for retaining a copy of all documents while they are 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
- your electronic documents will be available to you for up to 5 years

Complaint forms, rescheduling requests and general Assessment Review Board information is available at <http://www.edmontonarb.ca>. You can also use our online complaint system at <https://arb.edmonton.ca>. This allows you to:

- 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)

Complainant Information

Name	Property Address
Email Address	Tax Roll Number

I accept the terms and conditions presented and would like to receive all correspondence by email.

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.

Signature

Date

This personal information is being collected under the authority of the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, c. F-25, s. 33(c), and will be used for administrative purposes and to process your complaint. Personal information collected is protected by the privacy provisions of the Act. If you have any questions about the collection, use or disclosure of this personal information, contact the Director, Tribunals, Churchill Building, 10019-103 Avenue, Edmonton, AB T5J 0G9