



<b>OFFICE USE ONLY</b>	
<b>Date Received:</b>	
<b>Date Approved:</b>	
<b>Department Approval:</b>	

**Town of Port Hawkesbury  
Paperless Notification (eSend) Consent Form**

Pursuant to Section 509 of the Municipal Government Act, Nova Scotia Municipalities are permitted to send any notice, decision or other document by electronic mail. The Municipality currently offers paperless notification for property tax bills, local improvement levies, property tax arrears letters, water utility notices, water utility arrears letters and cash receipts. To sign up to receive these documents, please complete the following information:

**Property Tax Paperless Notification**

Property Tax Account (list all accounts)	
Assessed Owner	
Customer ID	
Civic Address	
Email Address	

By checking this box, I consent to the Town of Port Hawkesbury sending me my account information including property tax bills, property tax statements, property tax arrears notices, and property tax notifications to the email address I have provided to the Municipality. By signing up for eSend, it is my responsibility to ensure that the Town of Port Hawkesbury has up to date email address information for my accounts.

**Water Utility Paperless Notification**

Utility Account	
Owner	
Customer ID	
Civic Address	
Email Address	

By checking this box, I consent to the Town of Port Hawkesbury sending me my account information including utility bills, utility arrears notices, and utility notifications to the email address I have provided to the Municipality. By signing up for eSend, it is my responsibility to ensure that the Town of Port Hawkesbury has up to date email address information for my accounts.

Dated this \_\_\_\_ day of \_\_\_\_\_

Signature \_\_\_\_\_

I understand that by entering my name on the signature line, I am giving the Town of Port Hawkesbury permission to send my utility/tax bill electronically.

***Please return signed paperless notification consent form by mail at:  
Town of Port Hawkesbury, 606 Reeves Street, Port Hawkesbury, NS, B9A 2R7 or by email: taxes@townofph.ca.***