



Town of Rocky Mountain House  
Box 1509  
5116 - 50th Ave  
Rocky Mountain House, Alberta  
T4T 1B2  
[propertytaxes@trmh.ca](mailto:propertytaxes@trmh.ca) or  
[utilities@trmh.ca](mailto:utilities@trmh.ca)

## EMAILING AUTHORIZATION FORM

### APPLICANTS INFORMATION

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Business Name (If applicable): \_\_\_\_\_

Property Address: \_\_\_\_\_

Mailing Address (If different): \_\_\_\_\_

Customer #1 Phone: Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

Customer #2 Phone: Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Email Address Customer #1 \_\_\_\_\_

Email Address Customer #2 \_\_\_\_\_

Property Tax Roll Number(s): \_\_\_\_\_ (as per Bylaw 2022/11)

Utility Account Number(s): \_\_\_\_\_

Initials	Terms & Conditions
	1. I consent that the notices, bills, invoices and communications for my above accounts will be provided by email, to the email address listed above and I will no longer receive a paper copy.
	2. I understand that it is my responsibility to provide the correct email address and to inform the Town of Rocky Mountain House in writing of any changes to this email address.
	3. I understand that non-receipt of my notices, bills or invoices is not justification for late payment and penalties will not be waived as a result.

**Please Note:** If there are more than two people on title, please add additional name(s), contact information, including email address and have the additional person(s) sign on the back of this form to receive Electronic information.

**Note:** Please add the below sending email addresses to your spam filters approved list to ensure the property tax notice, utility bill, invoice and communications reaches your inbox.

- [utilities@trmh.ca](mailto:utilities@trmh.ca)
- [propertytaxes@trmh.ca](mailto:propertytaxes@trmh.ca)

I have read, initialed, understand and consent to the terms and conditions of the Emailing Authorization Form as stated above and I acknowledge that the information provided on this form is complete and accurate.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOIP Notification:** The personal information that you provide to the Town of Rocky Mountain House on this form is being collected under the authority of the Freedom of Information and Protection of Privacy Act and is used solely for the purposes relating to the administration of assessment/taxation services, utility, accounts receivable and account administration. Collected personal information is protected from unauthorized access, collection, use and disclosure in accordance with the FOIP ACT. Questions about the collection or use of this information can be directed to the Town of Rocky Mountain House at 403-845-2866.

Change completed on: \_\_\_\_\_ By (Initials): \_\_\_\_\_ Copy given to: ☐ Property Taxes ☐ Utilities ☐ AR

Office Use Only

Additional Information:

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