



### 3. Terms and Conditions

1. Applications need to be completed by all of the current owners as listed on the title of the property.
2. One invoice per property will be issued.
3. The emailing of the rates invoice will be activated for the next payment.
4. Otago Regional Council is not responsible for rates invoices that cannot be delivered because of an incorrect or invalid email address or an error in transmission.
5. If the email invoice is unable to be sent, then a hard copy will be mailed to the Mailing Address recorded by your Local Territorial Authority as an alternative contact.
6. Please advise Council of any change/cancellation of email address or sale of the property. It is your responsibility to keep the email address current.
7. Email authorisation may be cancelled at any time at the discretion of Council.
8. This authorisation covers rate invoices (including rates assessments), penalty notices and inserts only. Other Council correspondence will continue to be sent to the current postal address (unless the check box at the bottom of this form is selected). Please keep this up to date.
9. A rates invoice sent to an email address must be treated as received by you no later than 2 days after the date on which it is sent. However, a notice must not be treated as received if you prove it was not received, otherwise than through fault on your part.
10. You acknowledge that nothing in these terms and conditions affects your liability as a ratepayer to pay rates and penalties under the Local Government (Rating) Act 2002.

I/We approve to the above terms and conditions and give approval for my/our rates invoices (including rates assessments), penalty notices and inserts to be received by email.

Name:

Date:

Signature:

Name:

Date:

Signature:

Name:

Date:

Signature:

Name:

Date:

Signature:

Multiple forms have been completed for this property as there are more than four property owners (if applicable)

#### Additional email correspondence

Check this box if you wish to receive other communication from Council to the email address provided