

## Online Services

# Electronic Consent

### General

In order to do business with Sustainable Resource Development (SRD) via electronic means, you must consent to:

- Using electronic signatures
- Being bound with the same force as though you had affixed your signature on paper when you concur electronically
- Receiving all documents, required disclosures, notices and statements, including any changes in terms, in electronic form (either posted to our website or in an e-mail to you)

### Categories of Communications

You understand and agree that SRD may electronically provide to you or your representatives certain documents as well as disclosures, notices and statements regarding your applied-for and approved activities, or Online Services that are or may in the future be made available to you (collectively, "Communications"). Such Communications may include, but are not limited to:

- Notice of disposition application rejection
- Issuance of disposition number
- Issuance of disposition
- Notification of disposition suspension
- Notification of pending disposition suspension
- Notification of disposition expiry
- Notification of pending disposition expiry
- Notification of disposition cancellation
- Notification of pending disposition cancellation
- Record of transaction confirmations
- Any change in the terms, conditions or rules applicable to the online service
- Privacy statements or notices
- Any other statements that SRD is legally required or enabled to provide to you

### Delivery of Electronic Communications

Communications may be posted on our website or delivered to the email address you provide, or both. If SRD posts a Communication only at the website, SRD will inform you or your representative of its availability at the website via an e-mail sent directly to you. In such instances, SRD will leave such Communication posted on the website for at least 90 days from the date it first becomes available or from the date the e-mail notice was sent alerting you or your representative of the Communication, whichever is later.

### Hardware and Software Requirements

To receive, access and retain electronic communications from SRD you must have:

- A personal computer and operating system that is IBM compatible.
- An Internet Browser that supports HTML 4.0 and 128-bit SSL-encryption.
- E-mail software that is capable of reading and responding to your e-mail.
- A printer connected to your PC which is capable of printing from your browser and email software.
- Internet access via dial-up, DSL, Cable Modem, Wireless Access Protocol, or equivalent that supports the requirements above.

## How to Withdraw Consent

You may withdraw this Electronic Consent by providing written notice to the department and identifying yourself by last name, first name, address, and account number, or in the case of corporations, corporate name, registered office address and account number.

Such withdrawal will become effective after SRD has had a reasonable amount of time to act upon it. If you choose not to agree to this Electronic Consent or withdraw your consent, then SRD may terminate your use of our Online Services. Your consent shall remain in force until withdrawn in the manner provided in this paragraph.

## Updating Your Information Needed to Contact You Electronically

In the event that your email address or other information that we need to contact you electronically is changed, you must notify us of such changes immediately by logging onto our website and selecting "Change Email Address".

The email address we have for you in our records or made available to you in electronic form at our website will be deemed as your current email address. You understand and agree that if you fail to update or change an incorrect email address, we will not be responsible for your failure to receive any Communications sent to that address.

## Submitting Your Form

Please have the Electronic Consent form signed by an authorized representative of the company and faxed, emailed or mailed to:

Business Operations Unit  
Sustainable Resource Development  
2nd Floor, Petroleum Plaza South Tower  
9915-108 Street  
Edmonton, AB T5K 2G8

Email: [eds.support@gov.ab.ca](mailto:eds.support@gov.ab.ca)

Fax: (780) 422-4252

## Communicating in Writing (Retain Copy for Your Records)

All Communications in electronic format provided to you by us will be considered written communications. You should download, print and retain for your permanent records a copy of this Electronic Consent, and any other Communications that you execute, that we provide, or that we make available to you electronically.

### Manner of Consent

I (name of authorized representative) \_\_\_\_\_, of (company)

(address) \_\_\_\_\_, (client ID) \_\_\_\_\_

acknowledge that I will be able to access, and agree to accept communications provided electronically by SRD.

The email address to be used is: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date