

# Client Statement Option Selection Form

## Confidential

Client Statements are available by Canada Post, or conveniently by email.

### Client Information

Client Name: \_\_\_\_\_

Client Address: \_\_\_\_\_

Client Account #: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

### Email Benefits:

- **Benefit #1:** You will have quicker access to your statements
  - No waiting for Canada Post
- **Benefit #2:** They are environmentally friendly
  - No paper means no trees are used to produce your statements
- **Benefit #3:** Reduce the considerable postage and printing costs
  - Help us put more money into providing services to our clients

### Email Risks:

Like most forms of communication, email involves some risk. For example, CCCKL's monthly email statements are not end-to-end encrypted, increasing the risk of access by unauthorized parties. If you are concerned about this risk, we suggest considering mail delivery.

**Please choose how you would like to receive your client statement and include the corresponding address to your choice:**

### (Choose one)

- Send my monthly statement by **Email**. By selecting this option, I confirm that I understand and accept the risks associated with email messages, including those that are not encrypted and consent to CCCKL sending my statements by email. Please write down the email you would like the invoice sent to, can be different to clients email.

Email Address: \_\_\_\_\_

- Send me paper statements by **Canada Post**.

Mailing Address: \_\_\_\_\_

Client Signature: \_\_\_\_\_

Return completed form to **152 Angeline St N, Lindsay ON K9V 4X2** or email to **accounting@ccckl.ca**