

IMPORTANT ANNOUNCEMENT: GOING PAPERLESS

Dear Valued Customer,

Purpose of This Letter:

We are committed to improving our service and reducing our environmental impact. As part of this commitment, we are transitioning to electronic communications and records, eliminating paper correspondence wherever possible. This change enhances convenience for you and supports sustainability efforts.

What This Means for You:

Going forward, you will receive your statements, invoices, notices, and other important documents electronically via email or through our secure online portal. This means faster delivery, easier access, and a reduction in paper waste.

Your Consent and Preferences:

By continuing to use our services, you consent to receive electronic communications in lieu of paper documents. If you prefer to continue receiving paper correspondence, please contact our customer service department within thirty (30) days of receiving this letter to make the necessary arrangements.

Accessing Your Documents:

All electronic documents will be provided in a secure, accessible format compliant with applicable laws and regulations. You will be able to view, download, and print your documents at your convenience.

Security and Privacy:

We take your privacy and data security seriously. Our electronic communications comply with all relevant United States laws, including the E-SIGN Act and applicable state statutes, ensuring that your information is protected at all times.

Your Right to Withdraw Consent:

You have the right to withdraw your consent to electronic communications at any time by contacting our customer service. Withdrawal of consent may affect the manner in which you receive information and services.

Contact Information:

For any questions, concerns, or assistance related to this transition, please reach out to our customer service team at the contact details provided below. We are here to assist you.

Legal Compliance and Enforceability:

This electronic communications agreement is governed by the United States Electronic Signatures in Global and National Commerce Act (E-SIGN Act), the Uniform Electronic Transactions Act (UETA), and all other applicable federal and state laws. Your consent to receive electronic communications is legally valid and binding and has the same force and effect as a handwritten signature on paper documents. Please retain this disclosure for your records.

Thank you for your cooperation and for helping us move towards a more sustainable future.

Authorized Company Representative

Customer Acknowledgment

Signature: _____
Name: _____
Title: _____

Signature: _____
Name: _____
Date: _____

Customer Service Contact Information

Phone: 1-800-123-4567
Email: support@company.com
Website: www.company.com/support

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