

READ THIS DOCUMENT CAREFULLY BEFORE YOU AGREE TO THE TERMS

Eltman Law P.C. allows consumers the ability to communicate with our office(s) via electronic mail (e-mail). **No information will be sent electronically without consent given by you or your legally authorized representative.**

Sending E-mail

Please include your full name and EEC Acct. No. in every e-mail communication sent to Eltman Law P.C.. This information is required so that EEC can establish that the person requesting information and/or documentation is in fact the person the sender claims to be. Without this information Eltman Law P.C. will not be able to address your questions. The subject line should include your EEC Acct. No. and name, for example: "EEC Acct. No. XYZ1234 – LAST NAME, FIRST NAME".

It will be the assumption of Eltman Law P.C. that the e-mail address provided to e-mail information and/or documentation is valid unless we receive a 'failure notification' upon our attempt to e-mail information and/or documentation to you.

If a message is returned to you because of a "bad address" please make sure that you entered the complete address as it was given to you. If you are sure that you entered the address Eltman Law P.C. gave to you, please call our office at 212-660-3100 to make sure you have the correct e-mail address and that the computer system is functioning properly.

If EEC does not answer your e-mail in one (1) business day please contact the office by telephone at 212-660-3100.

Privacy & Security of E-mail

Be cautious when using e-mail to send or request sensitive information. This includes personal information you do not want other people to obtain. Additionally, you should be aware of and understand that if you use e-mail provided by your employer, any e-mail sent on your employer's system may be viewed by your employer. You should only provide EEC with a personal e-mail address and not with one that is provided by your employer or shared with anyone else.

Eltman Law P.C. cannot and does not guarantee the privacy or security of any messages being sent over the Internet. There is the potential that e-mail sent over the Internet can be intercepted and read by others. We make every attempt to secure documents so that they can only be viewed by the recipient. If this is of concern to you, you should not communicate with Eltman Law P.C. through e-mail.

Your Rights

You have the right to withdraw your E-mail consent at any time. If your e-mail consent is withdrawn Eltman Law P.C. will stop communicating via e-mail to you.

You may withdraw your e-mail consent at any time by fax, e-mail, or mail. Your letter should state that you would like your e-mail agreement withdrawn. Include your name and EEC Acct. No. Be sure to sign this document for authentication. If withdrawal by e-mail is received your printed name and EEC Acct. No. as a salutation will be acceptable according to the E-Sign Act.

Electronic Contact Information You may update your electronic contact information at any time by calling or e-mailing Eltman Law P.C. with your EEC Acct. No.

Viewing Documents Sent to You

To be able to view documents sent to you by Eltman Law P.C. you must have the latest version of Adobe PDF Reader on the computer you are using.

Due to state licensing requirements, Eltman Law P.C. may only communicate with you via e-mail if you reside in a state in which Eltman Law P.C. is legally permitted to collect debt. ***You must keep Eltman Law P.C. advised of your current state of residence at all times and immediately notify us of any change of address.***

AUTHORIZATION TO USE E-MAIL:

I have been informed of and understand the risks and procedures involved with using e-mail. I agree to the terms listed on this form and hereby voluntarily request, consent to, and authorize the use of e-mail communication unless and until otherwise withdrawn.

_____	_____	_____	_____
First Name	Last Name	Last four digits of SSN	EEC Acct. No.
_____	_____	_____	_____
Email Address	Signature	Date	