



## Authorization to Email and Fax Confidential Information

Email and faxes are open means of communication. They are not considered secure because it is possible for another user to intercept them. Before the Property Tax Division of the Utah State Tax Commission will email or fax confidential information, we need proper authorization from a company official (corporate officer, partner, owner, executor, administrator, or other authorized agent) to do so.

→ Please complete the information below, giving us authorization to email and fax confidential information.

Submit a separate PT-305 for each Utah tax account number.

### THIS EMAIL AND FAX AUTHORIZATION SHALL REMAIN EFFECTIVE UNTIL REVOKED.

I, \_\_\_\_\_, \_\_\_\_\_, of \_\_\_\_\_,  
(Name of company official) (Title) (Company name)  
\_\_\_\_\_,  
(Account number)

hereby authorize the Utah State Tax Commission, Property Tax Division, to **email and fax** our company confidential information to the person(s) listed below.

*I certify that I have authority to execute this form.*

\_\_\_\_\_  
Signature of company official Date

### THIS AUTHORIZATION APPLIES TO THE FOLLOWING INDIVIDUALS (attach additional pages if needed):

1. Name:	Title:	
Email:	Phone:	Fax:

2. Name:	Title:	
Email:	Phone:	Fax:

3. Name:	Title:	
Email:	Phone:	Fax:

4. Name:	Title:	
Email:	Phone:	Fax:

5. Name:	Title:	
Email:	Phone:	Fax:

Check this box if you do not wish to revoke all prior email and fax authorizations.

→ Return completed form to the Centrally Assessed Property Tax Division, 210 North 1950 West, Salt Lake City, UT 84134; fax to 801-297-3699, or email [natres-proptax@utah.gov](mailto:natres-proptax@utah.gov) or [utilitymail@utah.gov](mailto:utilitymail@utah.gov)