



**Kansas Real Estate Commission**

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Public access is available by appointment only

**CONSENT TO ELECTRONIC SERVICE**

**INSTRUCTIONS**

Complete this form to have all communications sent via email rather than U.S. mail on behalf of a real estate school.

I, \_\_\_\_\_, as school coordinator, hereby agree and consent to service by electronic means in matters before the Kansas Real Estate Commission as stated below.

1. I agree that all notices, pleadings, objections, motions, orders, directives and warnings shall be served upon me at the email address \_\_\_\_\_, and that I will not receive paper copies of these documents.

2. I agree and affirm that I have access to the electronic notification address designated and agree to check regularly for communication from the Kansas Real Estate Commission. I also understand and agree that it is my responsibility to monitor that address for communications and that the Kansas Real Estate Commission will not provide any additional notifications to me when a document is served at that address.

3. I understand and agree that service by the electronic notification address I have designated shall be complete upon transmission.

4. I hereby agree to notify the Kansas Real Estate Commission **in advance** before I deactivate or change the electronic notification address designated. I further understand and agree that my failure to comply with this paragraph will invalidate any service made to the electronic notification address designated above prior to receipt by the Kansas Real Estate Commission of the updated electronic notification address.

5. I also agree that my consent to electronic service shall continue to be effective unless and until I submit a written withdrawal of consent to the Kansas Real Estate Commission or until notice of appointment of a new school coordinator is received by the Kansas Real Estate Commission.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Name