

CASL for Charities and Not-for-Profits

ABC Society

This spreadsheet is provided as an example only. Your organization may want to create a separate spreadsheet for each type of commercial electronic messaging it sends.

Example

Recipient		Email address	Exemption Yes/No	Express Consent	Date Express Consent received	Form of consent
Last Name	First Name					
Public	John Q.	public@gmail.com	No	Yes	4/17/2014	Email
Doe	Jane Ann	jadoe@gmail.com	No			

Implied Consent	Date consent received	Form of consent	Date of Renewal for Implied Consent	Upgraded to Express Consent	Unsubscribe Request	Date of Request	Unsubscribe Request Completed
Yes	01/04/2014	Phone	1-Apr-16	No			