

**North Point Church**

**Confidentiality Agreement**

This is to certify that I, \_\_\_\_\_, an Employee, Student, Volunteer or Board Member of North Point Church, understand that any information (written, verbal or other form) obtained during the performance of my duties must remain confidential. This includes all information about attendees, families, employees and other associate organizations... you know, for example, stuff like their favorite food and the name of their childhood pet.

Ok, maybe sharing a family's favorite food or name of their pet may not be a big deal but I understand that sharing a family's address, the amount of money they may give and any other information that NPC may consider private must remain completely confidential. Even the act of insinuating that I know private information of an individual/family is not acceptable.

I understand that any unauthorized release or carelessness in the handling of this confidential information is considered a breach of the duty to maintain confidentiality.

further understand that any breach of this duty to maintain confidentiality could be grounds for immediate dismissal and/or possible liability in any legal action arising from such violation.

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Signature of Employee/Student/Volunteer

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Date

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Signature of Staff Witness