



UNIVERSITY of VIRGINIA

VOLUNTEER NON-DISCLOSURE AND CONFIDENTIALITY AGREEMENT

The following information about the University of Virginia's Development program, its donors and prospects, shall not be shared with non-employees of the University.

- Personally identifiable information about faculty, employees, students, parents.
- Information on donors and prospects such as:
 - Lists of names, address, and phone numbers
 - Giving interests
 - Gift club membership
 - Giving categories and other relevant materials
 - Giving history and interests

As a volunteer representing the University of Virginia, I understand and agree to the following:

- I am provided with this information in strict confidence to enable me to perform my functions as a volunteer.
- I will not share this information outside of the circle of University Advancement employees and volunteers acting on behalf of the University of Virginia.
- I will ensure the information I receive is kept safe and secure from any unauthorized access, which includes preventing access to my computer files, paper files or other media which contain University of Virginia data.
- When my status as a volunteer is inactive, I will destroy all electronic copies and shred all paper copies of the data I have received.

Read and Understood (Signature)

Date

Print Name

Date

Reunion Class Year and School