



BOARD OF DIRECTORS CONFIDENTIALITY AGREEMENT

The undersigned, a member of the Board of Directors of Haines City Economic Development Council (“EDC”), acknowledges and agrees as follows:

1. In the performance of my duties as a member of the Board of Directors, I may have access to confidential and proprietary information of the EDC and/or confidential information (collectively, “Confidential Information”).
2. It is the policy of the EDC that members of EDC’s Board of Directors will not disclose confidential information belonging to or obtained through their affiliation with the EDC to any person, including their relatives, friends, and business and professional associates, unless the EDC has authorized disclosure. This policy is not intended to prevent disclosure where disclosure is required by law.
3. I agree to abide by the EDC’s policy regarding Confidential Information and keep all Confidential Information in strict confidence and will not at any time, either during or after my professional relationship with the EDC, disclose or disseminate any Confidential Information that I may receive as a result of my membership on the Board of Directors.
4. I understand that all information and reports regarding the EDC is confidential. I will not disclose this information to other individuals, unless proper authorization is obtained or as otherwise required by law. I further understand that it is not appropriate to discuss EDC related information in public places or with people that have no reason to be involved with the EDC. Inappropriate disclosure of EDC information may result in my immediate removal from the Board of Directors.
5. At the end of my term, I shall return to the EDC, all documents, papers, and other materials, that may contain Confidential Information.
6. I understand that the disclosure of Confidential Information could result in legal action against the EDC and myself. I further understand that any breach of this Agreement, whether intentional or unintentional, may result in my removal from the Board of Directors.

I have read and understood this Confidentiality Agreement, and my signature below certifies my agreement to abide by its terms.

Date

Organization Name

Signature

Print Name