

[Church Name]
CONFIDENTIALITY AGREEMENT

This *Confidentiality Agreement* (the "Agreement"), dated as of [Effective Date], is between [Church Name], a [State] nonprofit corporation and _____, an individual ("Individual") serving in the capacity of _____ (the "Position").

Term - This Agreement applies to discussions between Individual and [Church Name] related to the duties of your Position (the "Church Business") during the period of time beginning on the date set forth above and ending on the later of, _____ or the term of service (the "Exchange Period"), unless otherwise earlier terminated.

Acknowledgment - Individual understands and acknowledges that in his or her Position he will receive confidential information pertaining to the activities, operations and the business of [Church Name] and/or financial and personal information of [Church Name]'s members ("Confidential Information"). Individual further acknowledges that disclosure of such Confidential Information may be prejudicial to the [Church Name]'s member and/or [Church Name].

Confidentiality - Individual agrees to: Not disclose or discuss Confidential Information with others not authorized to receive such; Use reasonable means to protect and prevent the disclosure of Confidential Information, whether oral or written; Use the Confidential Information only in connection with the Church Business during the Exchange Period. Individual may disclose Confidential Information to Pastor, Church Administrator, Elder Board, specific member(s) of the organization of which the Individual holds the above referenced Position and only such member(s) that has/have a real need to know or as otherwise directed by [Church Name].

Remedy - Upon my violation of this Agreement by Individual, [Church Name] may in its sole discretion remove such Individual immediately from said Position and prevent such Individual from serving on any other position at [Church Name] that involves receipt of Confidential Information.

In Witness Whereof, the parties have duly executed and delivered this Agreement as of the date first set forth above.

INDIVIDUAL

Signature: _____

Title: _____

Print Name: _____

[CHURCH NAME]

Signature: _____

Title: _____

Print Name: _____