



## CAI NORTH GULF COAST - COMMITTEE CONFIDENTIALITY AGREEMENT

In connection with any information shared between a designated Committee Member & the North Gulf Coast Chapter of Community Associations Institute (CAI-NGCC), the Committee Member understands and agrees the information is confidential and proprietary.

Accordingly, the Committee Member agrees as follows:

The Committee Member Shall:

1. Understand all information created and/or developed during a CAI North Gulf Coast Chapter committee and/or general meetings, is the sole property of CAI, and its Chapter.
2. Strive to maintain in secrecy and keep confidential all information created and/or developed by CAI, or its Chapters, using the same degree of care used to keep his or her own information confidential.
3. Refrain from providing other trade groups and chambers with the ideas and information generated in CAI committee meetings.
4. Limit sharing or distributing of confidential information created and/or developed by CAI, or its Chapters, only to those under the Committee Member's control or supervision within CAI, or its Chapters, who reasonably require knowing such confidential information.
5. Use all information created and/or developed by CAI, or its Chapters, to benefit only CAI, or its Chapters.

By signing on the line below, you are agreeing as a participating volunteer committee member within CAI West Florida Chapter that you have read and intend to follow the agreement listed above. Failure to adhere to these requirements may lead to a removal from the volunteer committee position and even to a permanent ban from serving on a committee within the Chapter.

**Committee Member Signature** \_\_\_\_\_

**Date:** \_\_\_\_\_