**4:12 KIDS’ NON-DISCLOSURE AND CONFIDENTIALITY AGREEMENT**

In connection with the Volunteer’s duties, 4:12 Kids may disclose to the Volunteer certain confidential information about its clients or business. Such information may include, but is not limited to:

* Address or phone number of clients
* Client’s work history, place of employment or income
* Social security, driver’s license or other ID numbers
* Information about the client’s family or children

With respect to this information:

1. Volunteer agrees to retain the information in strict confidence, to protect the security, integrity and confidentiality of such information and to not permit unauthorized access to or unauthorized use, disclosure, publication or dissemination of information.
2. The volunteer agrees that, in the event the volunteer must download, access, process, transfer or otherwise communicate confidential information, the volunteer will comply with all the laws and regulations applicable to protect this information.
3. The obligation not to disclose confidential information shall survive the terms of the volunteer’s service. At no time will the volunteer be permitted to disclose confidential information, either within or at completion of volunteer’s service.

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 Volunteer’s Printed Name Signature Date

 Charity Kittrell, CEO\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

Company Representative Name & Title Signature Date