



### **Confidentiality Agreement**

***This Confidentiality Agreement*** (the "Agreement"), dated as of \_\_\_\_\_, 2012, is between Friendship Baptist Church of The Colony, a Texas nonprofit corporation ("FBCTC") and \_\_\_\_\_, an individual ("Individual") serving in the capacity of \_\_\_\_\_ (the "Position").

***Term.*** This Agreement applies to discussions between Individual and FBCTC 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, December 31, 2012 or the term of service (the "Exchange Period"), unless otherwise earlier terminated.

***Acknowledgement.*** Individual understands and acknowledges that in his/her Position he/she will receive confidential information pertaining to the activities, operations and the business of FBCTC and/or financial and personal information of FBCTC members ("Confidential Information"). Individual further acknowledges that disclosure of such Confidential Information may be prejudicial to the FBCTC member and/or FBCTC.

***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; and use the Confidential Information only in connection with the Church Business during the Exchange Period. Individual may disclose Confidential Information to The Senior Pastor or His Designee, Church Business Administrator, Trustee Board, Deacon Chairman and 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. Individual shall contact Church Business Administrator with any questions or concerns.

***Remedy.*** Upon any violation of this Agreement by Individual, FBCTC may in its sole discretion remove such Individual immediately from said Position and prevent such Individual from serving on any other position at FBCTC 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**

**FRIENDSHIP BAPTIST CHURCH OF THE COLONY**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_