



CONFIDENTIALITY AGREEMENT

Date _____

I, _____ acknowledge that as a volunteer at Logan's Heroes Animal Rescue Inc,
(volunteer name)

I may have access to confidential and personal information necessary to carry out my duties as a volunteer. This information may include but is not limited to the following confidential information:

- Adopter lists and records
- Business records and plans
- Computer programs and listings
- Business strategies

and other proprietary information.

I understand that access to this information is granted to me on a "need to know" basis to fulfill my responsibilities as a volunteer and I may not disclose this information.

I agree to store and dispose of this information in a way that ensures continued security and confidentiality. I understand that the methods I use to get information may only be used for the performance of my volunteer position. If I require special authorization to access computer-based information, I understand that my computer sign-on information may only be used by me and all passwords and codes must be given to the Board of Directors.

I also understand that I may not give my sign-on information to anyone other than the Board of Directors and that this information is the same as my written signature. I accept full responsibility for any use of my sign-on information.

I have read and understand this Acknowledgement. I have had an opportunity to ask questions and have them answered. I recognize that unauthorized release of any confidential information during or after my affiliation with Logan's Heroes Animal Rescue Inc may cause LHAR or the owner of such information to seek legal remedies against me, such as fines, criminal penalties, suspension, termination, reimbursement and/or damages.

Signature of Volunteer _____

This document has been presented to the above-named volunteer. It has been fully explained and all questions posed by said volunteer have been answered.

Signature of LCR Representative _____ Date _____