



Acknowledgment of Confidentiality Concerning the
Business of the Castle Rock Senior Activity Center

I, the undersigned Staff, Board Member, Committee Member and or Volunteer of the Castle Rock Senior Center, acknowledge that I have been informed and am aware of the confidential nature of the information that I may overhear or be a part of while conducting the business of the Castle Rock Senior Center. I am advised and aware that:

1. Reports and records concerning staff, members, volunteers, guests and/or visitors or transportation riders of the Center or the programs or events of the Center are confidential and are not public information. Any information received during our regular business shall be considered confidential and only shared with Staff, Board Members and or our Legal Advisor when necessary.
2. Nothing in this Agreement shall prevent me from commenting publicly about general trends or concerns perceived with the business of the Castle Rock Senior Center. The Castle Rock Senior Center will not indemnify me, defend me, or contribute financially to my defense should civil or criminal claims be made against me if I choose to speak publicly concerning my service of the Castle Rock Senior Center.
3. I understand that as the undersigned, I conduct myself as a representative of the Castle Rock Senior Center, and that as such a representative I understand and agree that I will conduct myself professionally with regard to the sensitive nature of some of our dealings with each other and the community.

Printed Name: _____

Signature: _____ Date: _____