



Town of Stow Confidentiality Agreement

It is understood and agreed to that I may see certain confidential information in the course of my work for the Town of Stow that is and must be kept confidential. To ensure the protection of such information and to preserve any confidentiality necessary under statute and Town of Stow policy, it is agreed that:

1. The Confidential Information could include but may not be limited to the following:

Personal identifying data for employees, volunteers, licensees, contractors, or the public, such as date of birth or social security number, medical or health information for the individual or family members, and CORI-related information; information related to Town litigation or contract negotiations; and information from Executive Session meetings not yet released to the public record.

2. The Recipient agrees not to disclose the Confidential Information obtained from the Town of Stow to anyone unless required to do so by law.
3. This Agreement states the entire agreement between the parties concerning the disclosure of Confidential Information. Any addition or modification to this Agreement must be made in writing and signed by the parties.
4. If any of the provisions of this Agreement are found to be unenforceable, the remainder shall be enforced as fully as possible and the unenforceable provision(s) shall be deemed modified to the limited extent required to permit enforcement of the Agreement as a whole.

WHEREFORE, I acknowledge that I have read and understand this Agreement and voluntarily accept the duties and obligations set forth herein.

Name (Print or Type): _____

Signature: _____ Date: _____

Aug 8, 2012