



Georgetown University Office of Advancement

I, _____, of _____
Full Name *Address*

have been requested by the Georgetown University Office of Advancement (“Georgetown”) to serve as a volunteer to assist in alumni engagement activities on behalf of my undergraduate class or regional club.

I understand that I may be given information by Georgetown about certain individuals and/or organizations in order to assist me in carrying out these volunteer activities. This may include, but is not limited to, information about the financial situations, giving potentials, and/or giving interests (“Confidential Information”) of current and/or prospective donors, including alumni/ae, friends of Georgetown and/or other organizations. I further understand that in the course of my volunteer activities, I may be provided with, or may otherwise receive, additional Confidential Information about an alumnus/a, Georgetown friend, donor, giving prospect, and/or organization. I recognize that this Confidential Information may be provided to me orally, in print, electronically and/or digitally.

I hereby agree that I will treat all such Confidential Information that I receive as non-public and will not provide any Confidential Information to any third-party unless I am specifically authorized in advance to do so in writing by William G. Reynolds, Associate Vice President, Alumni Relations and Annual Fund, Executive Director, Georgetown University Alumni Association of the Georgetown Office of Advancement. I will use the Confidential Information only to further the Advancement mission of Georgetown, and I will not use any such Confidential Information for personal and/or commercial purposes. I also agree that upon completion of my volunteer responsibilities, I either will destroy all such Confidential Information or, at the request of Georgetown, send all Confidential Information that I have received during the course of this volunteer activity to the Georgetown Office of Advancement.

Signature

Date