

# COLORADO COLLEGE

## COLORADO COLLEGE CONFIDENTIALITY AND PHOTO RELEASE AGREEMENT

Colorado College reunion volunteers offer significant outreach to reconnect alumni to increase contributions and participation for Colorado College. All information disseminated to volunteers, whether in oral or electronic form, or print media, which has been gathered and compiled by the Colorado College Advancement Division and its related staff is confidential.

The information distributed is intended to be used solely to further the fundraising mission of Colorado College and cannot be used for personal, commercial, or any other reasons. Under no circumstances should any information be copied, distributed, or verbally communicated to anyone unless approved by the Colorado College Advancement Division.

At the end of the volunteer term, the individual will either return to the college or destroy all confidential records that have been collected.

Receipt of confidential information implies agreement with this statement and that the volunteer will abide by all policies cited.

### **Certification:**

I, \_\_\_\_\_, acknowledge that in the course of my work activities I may have access to documents, data, or other information, some or all of which may be confidential and/or privileged whether or not labeled or identified as "confidential."

Except as required by my activities, I shall never, either during or after my volunteer term with Colorado College, directly or indirectly use, publish, disseminate or otherwise disclose to any third party, or use for personal gain any information acquired in the course of my activities without the prior written consent of Colorado College.

I hereby grant permission to Colorado College to use photographs and videos taken of me in any and all of its publications and in any and all other media, whether now known or hereafter existing. I will make no claim, monetary or otherwise, against Colorado College for the use of my photographs. I release Colorado College from any and all claims that might arise. I am older than 18 and I fully understand the contents of this release form.

I have read, understand, and agree to comply and follow the above guidelines. I understand that failure to do so may subject me to loss of access to the development database and/or other college systems and/or disciplinary measures as outlined in the college's policies and procedures for performance expectations for volunteers.

\_\_\_\_\_  
Name and class year

\_\_\_\_\_  
Committee

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*Please return signed statement to the Reunion Program Office:  
reunions@coloradocollege.edu or fax (719) 389-6271*