

## BUTLER UNIVERSITY NON-DISCLOSURE AGREEMENT

BUTLER UNIVERSITY ALUMNI AND PARENT PROGRAMS, ("UNIVERSITY") and

\_\_\_\_\_, ("RECIPIENT") agree:

BUTLER UNIVERSITY and its designees may from time to time disclose to RECIPIENT certain confidential information or trade secrets generally regarding alumni and student directory information including personal identifiers such as address, phone number, or email address.

RECIPIENT agrees that RECIPIENT shall not disclose the information so conveyed, unless in conformity with this agreement, and shall protect the same from disclosure with reasonable diligence.

As to all information which UNIVERSITY claims is confidential, RECIPIENT shall reduce the same to writing prior to disclosure and shall conspicuously mark the same as "confidential," "not to be disclosed" or with other clear indication of its status. RECIPIENT will not replicate information for other use (e.g. creation of database) and will be permitted to a one-time use for the proposed activity.

The obligation of non-disclosure shall terminate if/when any of the following occurs:

- (a) The confidential information becomes known to the public without the fault of RECIPIENT, or;
- (b) The information is disclosed publicly by UNIVERSITY, or;
- (c) The information loses its status as confidential through no fault of RECIPIENT.

In any event, the obligation of non-disclosure shall not apply to information which was known to RECIPIENT prior to the execution of this agreement.

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Recipient Signed

\_\_\_\_\_  
University Signed

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title