

TEMPLATE: Confidentiality Agreement for Non-Staff

This agreement is from a large performing arts organization in Ontario

CONFIDENTIALITY AGREEMENT

I, _____, recognize that during the course of my involvement at Theatre X, I may come into contact with or be in receipt of information that is confidential to the affairs and operations of Theatre X.

I agree that any information which I become privy to relating to the affairs and operations of the Festival is confidential, and during the term of my involvement at Theatre X, or after the termination thereof, such information shall not be released or disclosed to any person, or used by me in any manner, without the prior written consent of Theatre X.

Signed

Date

Witness

The legal aspects of privacy and confidentiality are governed by legislation and are subject to change. For definitive rules on the legal aspects of confidentiality and privacy, consult a labour lawyer or human resources specialist and refer them to the Ontario Ministry of Labour (www.labour.gov.on.ca) and or the Privacy Commissioner of Canada (www.privcom.gc.ca)