



## NSAA CONFIDENTIALITY AGREEMENT

This Agreement is made between \_\_\_\_\_ ("Employee") and **Nordic Skiing Association of Anchorage ("NSAA")**, on \_\_\_\_\_ 20\_\_\_\_.

Employee will perform services for NSAA which may require NSAA to disclose confidential and proprietary information ("Confidential Information") to Employee. (Confidential Information is any information of any kind, nature, or description concerning any matters affecting or relating to Employee's services for NSAA, the business or operations of NSAA, personal data about NSAA's clients, and/or the products, drawings, plans, processes, or other data of NSAA). Accordingly, to protect NSAA and the Confidential Information that will be disclosed to Employee, the Employee agrees as follows.

- A. During the engagement and in perpetuity thereafter, Employee will hold the Confidential Information received from NSAA in strict confidence and shall exercise a reasonable degree of care to prevent disclosure to others.
- B. Employee will not disclose or divulge either directly or indirectly the Confidential Information to others unless first authorized to do so in writing by NSAA.
- C. Employee will not reproduce the Confidential Information nor use this information commercially or for any purpose other than the performance of his/her duties for NSAA.
- D. Employee will, upon the request or upon termination of his/her relationship with NSAA, deliver to NSAA any drawings, notes, documents, equipment, and materials received from NSAA or originating from his or her activities for NSAA.
- E. NSAA shall have the sole right to determine the treatment of any project-specific information received from Employee, including the right to keep the same as a trade secret, to use and disclose the same without prior patent applications, to file copyright registrations in its own name or to follow any other procedure as NSAA may deem appropriate.
- F. NSAA reserves the right to take disciplinary and/or legal action for violations of this agreement, up to and including termination of employment.

Employee represents and warrants that he or she is not under any preexisting obligations inconsistent with the provisions of this Agreement.

Signing below signifies that the Employee agrees to the terms and conditions of the agreement stated above. Nothing in this agreement is intended to alter the at-will nature of the employment relationship between NSAA and the Employee.

**Nordic Skiing Association of Anchorage**

**Employee**

\_\_\_\_\_  
NSAA Officer Printed Name

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

\_\_\_\_\_  
NSAA Officer Signature

\_\_\_\_\_  
Employee Signature

Date: \_\_\_\_\_

Date: \_\_\_\_\_