

# Financial Information Confidentiality Acknowledgment

I acknowledge that during the course of my work, I may have access to confidential and proprietary financial information. I understand and agree that all such information is to be treated with strict confidentiality and is not to be disclosed or used for any purpose other than official business, unless authorized in writing by the appropriate authority.

I understand that unauthorized disclosure or misuse of financial information may result in disciplinary action, up to and including termination of employment or contract, and possible legal action.

By signing below, I accept the terms of this confidentiality acknowledgment and agree to comply with all applicable policies and procedures pertaining to the protection of confidential financial information.

Employee/Recipient Name

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Signature

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Date

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