



## **Policy on Use of Member Information - by Zonta Leaders**

*(Adopted November 2009 by the Zonta International Board of Directors)*

As a Zonta Leader (Club President, Club Treasurer, District Governor, District Lt. Governor, District Treasurer, Area Director, International Committee/Sub-committee Member, ZI Board Member), I certify that Zonta member information provided to me by Zonta International Headquarters will be used only for legitimate Zonta business purposes, in accordance with the Rules of Procedure of Zonta International, and guidelines established by the Zonta International Board, and will not be used for commercial, sectarian, or partisan political purposes, or other purposes not sanctioned by Zonta International.

I will take all reasonable efforts to protect the privacy of this information. If the club, district or international committee uses the services of a mailing house or other non-Zonta entity, I will require acknowledgement from that entity that the information is the property of Zonta International, and that no authorization has been given for its use beyond the specific contracted services.

**Agreed:** \_\_\_\_\_  
*(Signature)*

**Date:** \_\_\_\_\_  
*(day/ month/year)*

**Please print Zonta leader's  
Name:** \_\_\_\_\_

**Office:** \_\_\_\_\_

**Notes:**

1. Certification must be documented by mail, email or fax. (Verbal certification is not acceptable.)
2. A record of this certification will be kept on file in Member Records for a period of 24 months from the date indicated above.