

Texas A&M University - Commerce
Non-Disclosure Agreement for Contractor Access to University Systems

Texas A&M University-Commerce is making available information related to access to its campus network and servers to assist your company in providing service to the University.

Information provided might contain confidential or sensitive information about individuals associated with A&M-Commerce. This information must be kept private and any hard copies must be destroyed upon completion of the contract.

If the terms of service require access to a component or system that stores or processes credit card data, then the contractor must adhere to the current revision of the Payment Card Industry Data Security Standards for safeguarding card holder data and its environment.

Any information provided by Information Technology employees in written form is confidential information. The recipient of Information under this Agreement shall use the Information only for the purpose of providing the contracted service to the University.

The Recipient shall protect the Information by using the same degree of care to prevent unauthorized use, dissemination or publication of the Information as the Recipient uses to protect its own confidential information of like nature, provided that in no case shall the Recipient use less than a reasonable degree of care. The Recipient of Information may disclose such Information only to those of the Recipient's employees or consultants who have a need to know such Information, provided that such employees or consultants are under obligation(s) of confidentiality to Recipient as a function of employment.

Except for the obligations of use and confidentiality, no obligation of any kind is assumed or implied against either party by this Agreement. Neither party has an obligation under this Agreement to purchase any service or item from the other party.

Signature below indicates that the contracted employee/organization agrees to notify Information Technology upon completion of the contract for account removal. Notification may be by e-mail to Non-DisclosureAgreement@TAMUC.edu or by Letter to Information Technology, Texas A&M University-Commerce, PO Box 3011, Commerce, Texas 75429.

Representative – Please Print Name

Title

Company Name

Office Location

Representative – Signature

Date