



## CONFIDENTIALITY/RELEASE FORM

### COMMITMENT

All participants are representatives/clients of the EXPRESS TO SUCCESS program and should always reflect the program and the other participants in a positive light. Participants are responsible for keeping their personal data current with the administration office, i.e., addresses, phone and availability times (appointments). You should give notice of last-minute schedule changes or illness in a timely fashion.

The Express to Success Program continues to grow and evolve; therefore, it is important to keep your knowledge current and up to date through regularity of attendance, completion of assignments, active participation and monitoring communication channels for noted changes.

### CONFIDENTIALITY

While attending the EXPRESS TO SUCCESS Program, you must hold in confidence all matters that come to your attention in the classroom, participant meetings and other in-class discussions including material from or about our participants/clients and matters regarding staff. Please respect the privacy of others and use all information gained at the EXPRESS TO SUCCESS Program in a responsible manner.

### RELEASE

I give permission to the staff of Mission Community Skills Centre to communicate with Service Canada, the funder of this program, and to share the information that is required and relevant to my acceptance, attendance and completion of this program and to follow up with me after the program's completion and to share my employment, education or other outcomes for twelve weeks post-program.

I also give them permission to use any written accounts, photographs, video, and sound recordings of myself for educational and promotional purposes.

I understand that this media may be used in printed publications and distributed via various media, including, but not limited to the classroom, television channels, social media, web communications, publications, and video.

I understand that I will not receive any compensation for or any rights to these photographs or videos, and release and fully discharge Mission Community Skills Centre Society, its trustees, officers, employees, and agents from any liability for their use.

I confirm that:

I am 19 years of age or older and legally entitled to enter into this Agreement on my own behalf or, if entering this Agreement on behalf of a person under the age of 19, in conjunction with or for and on behalf of them.

\_\_\_\_\_  
NAME (IF 19 YEARS OR OLDER OF PARTICIPANT) PLEASE PRINT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE

In the event that the Image is that of a person under the age of 19 years, whose name is \_\_\_\_\_ (the "Minor"), I represent and warrant that I have the authority to, and I do hereby, agree for and on behalf of the Minor, as well as myself, to all of the terms and conditions contained in this agreement. SIGNED, SEALED AND DELIVERED BY ME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_:

Signature: \_\_\_\_\_ Witness Signature: \_\_\_\_\_