

MEMO

To: Club Presidents

Feb 16, 2006

From: SSM Office

Re: Privacy Policy

Hello clubs,

In order to meet the federal privacy laws Synchro Swim Manitoba has approved a privacy policy. In accordance with this policy we will require that all clubs add the following the section to all future registration forms completed by families.

Acceptance of Membership terms:

- In consideration of my acceptance as a member of Synchro Swim Manitoba, I hereby agree to follow all policies, procedures, rules and regulations set down by Synchro Swim Manitoba.
- I understand Synchro Swim Manitoba retains personal information about me in their files. I accept the use of my personal information for the purposes described in accordance with Synchro Swim Manitoba's Privacy Policy, posted at www.synchromb.ca

I agree to the above terms, upon my admission as a Synchro Swim Manitoba Member.

Signature: _____

We would suggest all your key club volunteers and coaches are familiar with this policy. As your clubs should be adopting similar practices with regards to use of personal information.

Should you have any questions please contact me.

Jaclyn Vallis
Executive Director