## **Privacy and Confidentiality Statement**

Please read the following statements carefully. As the term 'JPMorgan Chase Bank' is used in these statements, that term refers to and is defined as including, either jointly or individually, JPMorgan Chase Bank N.A. and/or any of its subsidiaries or affiliates, and/or their respective officers, agents or employees.

- 1. Rules, Regulation, Policies. I understand that whilst I am on JPMorgan Chase Bank premises, I am required to abide by all rules, regulations, and policies of JPMorgan Chase Bank.
- 2. Confidentiality of Information. I agree that I shall hold in trust for JPMorgan Chase Bank, keep confidential and shall not use, except for the purposes of the performance of my duties during my assignment with JPMorgan Chase Bank, or disclose to any other party, any Confidential Information (as such term is hereinafter defined) which may be disclosed to or created by me in connection with the course of my assignment for JPMorgan Chase Bank. "Confidential Information" means any information which relates to confidential, proprietary and/or trade secret information in oral, demonstrative, written, electronic, graphic or machine readable form contained in any documents, manuals, diskettes and other storage medium including but not limited to internal controls, computer or data processing programs, algorithms, electronic data processing applications, routines, subroutines, techniques or systems, or information concerning the business or financial affairs and methods of operation or proposed methods of operation, accounts, transactions, proposed transactions or security procedures, know-how, inventions, training methods or other information relating to the business and other operations of either JPMorgan Chase Bank, any affiliate of JPMorgan Chase Bank, or any client, customer or vendor of JPMorgan Chase Bank and all copies and reproductions thereof, whether or not owned or developed by JPMorgan Chase Bank, except such information which is in the public domain at the time of its disclosure to me or which subsequently enters the public domain other than as a result of a breach of duty on my part. To the extent applicable, I agree that, upon JPMorgan Chase Bank's written demand for whatever reason, I shall immediately deliver to JPMorgan Chase Bank any and all notes, drawings, documents, manuals, diskettes and other materials containing the Confidential Information in my possession, custody or control without retaining copies or excerpts thereof and confirm to JPMorgan Chase Bank, in writing the return or destruction of the same. I acknowledge that my right to retain and/or use the Confidential Information shall terminate forthwith upon JPMorgan Chase Bank's written demand or the end of my assignment with JPMorgan Chase Bank, whichever the earlier, and I shall immediately cease to use the Confidential Information. The obligations imposed by this clause shall survive any expiration or termination of any agreement with JPMorgan Chase Bank with respect to the performance of services, or of my assignment to render services in connection therewith. I understand and agree that JPMorgan Chase Bank shall have the right to enforce the provisions of this paragraph by means of injunctive relief including specific performance.
- 3. Ownership of Intellectual Property. Unless otherwise agreed to in a written agreement between my employer and JPMorgan Chase Bank, I hereby agree that JPMorgan Chase Bank shall have ownership of the entire right, title and interest in any inventions, and in all technical or other contributions, including computer software and trade secrets-("Developments"), which I make, conceive, create or write, alone or jointly with others, during the course of my employment for JPMorgan Chase Bank or within six months thereafter if related to the subject matter of the

Developments. I understand and agree that all such Developments shall be and remain the property of JPMorgan Chase Bank regardless of whether or not patented or registered for copyright.

- 4. I understand that completing the pre-assignment screening form does not constitute an offer of employment by JPMorgan Chase Bank.
- 5. I understand that conversations on JPMorgan Chase Bank's telephone lines may be monitored by or on behalf of JPMorgan Chase Bank, and, from time to time, such telephone conversations (whether business-related or personal) may be recorded by or on behalf of JPMorgan Chase Bank. JPMorgan Chase Bank reserves the right to use the recordings and information obtained from them in any manner permitted by law. In addition, voicemail and computer usage (including, but not limited to, e-mail and internet usage) may also be monitored by or on behalf of JPMorgan Chase Bank.
- 6. I certify that all information furnished in this form is true and correct. By submitting this form, I authorize JPMorgan Chase Bank to disclose my information in which: (i) the disclosure, in JPMorgan Chase Bank's opinion, is necessary or desirable for the purpose of allowing JPMorgan Chase Bank to perform any activities and to exercise its powers and rights hereunder; (ii) the disclosure is to a proposed assignee of the rights of JPMorgan Chase Bank; (iii) the disclosure is to a branch, affiliate, subsidiary, employee or agent of JPMorgan Chase Bank or to its auditors, regulators or legal advisers; or (iv) the disclosure is permitted or required by law, regardless of whether the disclosure is made in the country in which I reside or in which my information is maintained. I further authorize JPMorgan Chase Bank to retain an agent to perform data processing, collection and other services that JPMorgan Chase Bank considers necessary or desirable and to modify or terminate JPMorgan Chase Bank's arrangements with JPMorgan Chase Bank's agents at any time. I agree that my information may be transmitted across national boundaries and through networks, including networks owned and operated by third parties.

## JPMorgan Information Release Form

To whom it may concern:

I hereby authorize JPMorgan Chase Bank, N.A. and/or any of its subsidiaries or affiliates, and/or their respective officers, agents or employees to verify information presented on my pre-assignment screening form and resume (if provided) and to procure a consumer report or an investigative report for that purpose. I hereby grant authority for the bearer of this letter to access or be provided with full details of my previous employment record held by any company or business for whom I previously worked. This information should include the dates of employment; the nature of the position held, and an appraisal of my performance, capabilities and character. In addition, please provide any other pertinent information requested by the individual presenting this authority.

## First Advantage Letter of Authorization

To whom it may concern;
I hereby authorize JPMorgan Chase Bank N.A., and their agent, First Advantage to verify information provided in my resume and application of employment, and to conduct enquiries as may be necessary, at the company's discretion. I authorize all persons who may have information relevant to this enquiry to disclose it to JPMorgan Chase Bank N.A., or First Advantage. I release all persons from liability on account of such disclosure.
Signature:
Date:
Name:
Case Reference Number: