

# Victoria Gardens Club Administrator Agreement Form

Myvictoriapark.com is the Victoria Gardens Community Website and is to be used for Victoria Gardens business only. Myvictoriapark.com is a communication tool for the community and provides a page for each Victoria Gardens chartered club. As Club Administrator for \_\_\_\_\_, (*print Club Name*)

Your responsibilities include population and management of the club's information within Victoria Gardens. The guidelines of myvictoriapark.com are:

1. There will be no publication or posting of any information (either text or pictures) of a sexual, vulgar, defamatory, or harassing nature or other information deemed inappropriate. Periodically, Victoria Gardens will review the content of the site and remove any information considered inappropriate or not exhibiting the standards of Victoria Gardens or violating the governing documents.
2. As the administrator, you will not share your user name and/or password. Each administrator will have their own access information. Requests for changes to the Club Administrators will be communicated to and discussed with Communications.

By signing below, you agree:

1. To abide by the guidelines as established above.
2. And acknowledge that **any violation to the above guidelines may result in the club losing its privileges to the website and within Victoria Gardens.**

These guidelines are subject to change.

\_\_\_\_\_  
*Club Administrator Email*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Club Administrator Name*

\_\_\_\_\_  
*Club Administrator Signature*

Date Submitted \_\_\_\_\_ Date Approved \_\_\_\_\_

Notes: \_\_\_\_\_

Lifestyles Representative: \_\_\_\_\_

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