



United Way of Greater Houston  
Community Resource Database



MEMORANDUM OF UNDERSTANDING

I have read the **IMPORTANT INFORMATION** at the bottom of this form.

**I hereby authorize** the United Way of Greater Houston to utilize my organization's information for inclusion in its Community Resources database and all printed and electronic materials that it publishes and/or sells to others.

**Organization Name**

\_\_\_\_\_

- Non-profit       501(c)(3)
- Government       For-profit

**Executive Director (please print):**

\_\_\_\_\_

**Title (if not Executive Director):**

\_\_\_\_\_

**Signature:**

\_\_\_\_\_

Please provide us with the name and number of a contact person we can call if we have questions or need additional information.

Contact Name: \_\_\_\_\_ Phone#: \_\_\_\_\_

**In order for us to conduct a web-based annual updating process of your agency's information we request that you provide us with a primary and a secondary (if available) email address that will be used to allow your agency access to review, submit change and/or add information annually as requested, as well as when you become aware of changes to your information. If at this time your agency does not have an email address, your annual update will be mailed to you.**

**No email at this time**

**Primary Email:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

**Secondary Email:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

**IMPORTANT INFORMATION**

The information you provide for the United Way's Community Resources database may be sold in a printed directory format, directory on CD format, special reports and/or as mailing labels. The information in the database may also be made available on the Internet and in other printed or electronic formats. All of these formats are available to other organizations as well as the general public. Many organizations and individuals use this information to refer others to your organization and program based on your information.

***Please do not include any organization or program information that you do not want released to the public. All information we request is optional and should be provided at your discretion.***

***We reserve the right to edit your information.***