Social Media Guidelines

1. **Introduction and Purpose**
   The purpose of these Guidelines is to establish rules and set forth a framework for posting on the Floridacentral Credit Union's social networking sites.

2. **All Rights Reserved and Hold Harmless**
   The Credit Union, as the owner of its social media sites, reserves all rights with respect to comments and postings, Floridacentral has the authority to block, edit, delete, remove, move or mark as spam any and all comments made by employees and non-employees. Floridacentral also reserves the right to block access, "defriend", and remove persons or group from having access to the official Floridacentral media sites, in its sole and absolute discretion.

   All comments made on Floridacentral social media sites are the sole views, opinions, and responsibility of the commenter, and not the Credit Union or its employees.

   Non-employees who post on our social media sites will agree to hold the Credit Union, and its employees and representatives harmless from any and all repercussions, damages, or liability.

   All data and information provided on the Floridacentral social media sites is intended for informational purposes only, and the Credit Union makes no representations as to accuracy, completeness, correctness, suitability, or validity of any information on this site and will not be liable for any errors, missions, or delays in this information or any losses, injuries, or damages arising from its display or use. All information is provided on an as-is basis.

3. **Language and Behavior**
   We ask that all users' postings and dialogue be respectful and courteous so that we may continue to maintain a professional and community-oriented business image. In the event the tone of a conversation becomes unfriendly, or outside the intent of these Guidelines, our designated administrator can delete offensive words or messages.

4. **Spam**
   The official Floridacentral social media sites are intended for Credit Union matters. Comments that are made which are unrelated to Credit Union events or business or which are posted for the purposes of diverting web-based traffic to a particular website, selling products or services, or for monetary gains, political or personal preferences will be excluded from posting, or removed when identified by our administrator.

5. **Personal Information**
   Floridacentral will never ask for or share your personal or private information, which we maintain in our records, on our social media sites. We ask that all users of our social media sites also not post person or private information, including, but not limited to social security numbers, account numbers, phone numbers, home addresses, etc.