



Community Guidelines

Community Bank of the Chesapeake encourages and welcomes individual participation as a means of sharing their experiences, suggesting improvements and chiming in on the conversation. To keep our community focused, we have set some guidelines:

1. Community Bank of the Chesapeake LinkedIn, Facebook, YouTube, Instagram and Twitter pages/sites are moderated and all comments are reviewed by the Marketing Department daily.
2. To ensure exchanges are productive, informative, respectful of diverse viewpoints and lawful, Community Bank will review all public comments and we will NOT post comments that are or include:
 - **Off Topic.** We will exclude comments not related to the subject of the conversation. If individuals have an idea for a subject, would like to provide feedback or would like follow-up, we may be contacted via email at info@cbtc.com.
 - **Spam.** Comments focused on selling a product or service, or comments posted for a purpose of driving traffic to a particular website for personal, political or monetary gain, will be excluded.
 - **Personal Attacks.** If such individual disagrees with the content, we'd like to hear from them, but ask that they refrain from personal attacks or being disrespectful of others. Malicious intent and/or participation not in the spirit of civil conversation will be excluded.
 - **Illegal.** Laws that govern use of copyrights, trade secrets, etc. will be followed.
 - **Offensive Language.** Comments including but not limited to, profane or provocative language will be excluded (which means that hateful, racially or ethnically offensive or derogatory content, threats, obscene or sexually explicit language will not be tolerated).
 - **Private or Confidential Information.** Individuals are asked to not provide any specific account details or other personal information. Customer Service can be directly contacted for these issues. Private or confidential information will be removed.
 - **Threatened or Actual Litigation.** We will exclude posting comments concerning threatened or actual litigation, or disputes, between individuals and any other person or entity. If there is a concern(s) about an issue and an individual would like to provide feedback or would like to follow-up with us, the individual may contact us at info@cbtc.com.
3. Messages will be accurate (carefully authored and vetted to provide accurate information), brevity (brief and direct), timely (current and forward looking) and professional.
4. Comments in HTML format (or URLs) will not be accepted. Plain text only will be accepted.
5. Community Bank of the Chesapeake reserves the right to change these guidelines at any time at its sole discretion. The most current guidelines will be available to individuals upon request to the Director of Marketing.



6. Community Bank of the Chesapeake does not endorse any comments made by its employees, unless they are an authorized representative of the bank. In addition, we do not validate assertions or forward-looking statements in the comments. All statements and viewpoints expressed in the comments are strictly those of the commenter alone, and do not constitute an official position of Community Bank of the Chesapeake unless they are posted by the original author (who is an authorized representative of the bank) or by a subject matter expert responding on behalf of that authorized representative.
7. Claims of Copyright Infringement. If anyone believes, in good faith, that materials available on Community Bank of the Chesapeake site infringe copyright, they (or their agent) may send Community Bank of the Chesapeake a notice requesting us to remove the material or block access to it.