

Acceptance of Confidentiality Obligations

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Company Name]
[Company Address]
[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to formally accept the confidentiality obligations outlined in the [specific document or agreement name]. I understand the importance of protecting the confidential information shared with me and commit to adhering to the stipulated terms and conditions.

Thank you for trusting me with this information. I assure you of my utmost commitment to maintaining confidentiality and safeguarding sensitive information.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]