

Notice of NDA Compliance

Date: [Insert Date]

To: [Recipient's Name]

Company: [Recipient's Company]

Address: [Recipient's Address]

Dear [Recipient's Name],

We would like to remind you of your obligations under the Non-Disclosure Agreement (NDA) dated [Insert NDA Date] between [Your Company] and [Recipient's Company].

As per the agreement, all information shared, including but not limited to, business plans, financial data, and proprietary technologies, must remain confidential and should not be disclosed to any third parties without prior written consent.

It has come to our attention that there may have been a potential breach of this agreement. We require your immediate attention to ensure full compliance with the NDA.

Please respond by [Insert Response Date] confirming your understanding and compliance with the terms of the NDA. Failure to comply may result in further action.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]