

Non-Disclosure Agreement Reminder

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Reminder of Non-Disclosure Obligations

Dear [Recipient's Name],

I hope this message finds you well. I am writing to remind you of the non-disclosure obligations outlined in our signed Non-Disclosure Agreement dated [Insert Date].

As a reminder, this agreement prohibits the sharing of any confidential information obtained during our collaboration, unless explicitly authorized in writing by both parties. It's imperative that we adhere to these obligations to maintain the integrity of our partnership.

If you have any questions regarding the terms of the agreement or require further clarification, please do not hesitate to reach out.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]