

# Non-Disclosure Agreement

This Non-Disclosure Agreement ("Agreement") is made and entered into as of [Date] by and between [Company Name], with a principal place of business at [Company Address] ("Disclosing Party") and [Employee Name], residing at [Employee Address] ("Receiving Party").

## 1. Definition of Confidential Information

Confidential Information refers to any data or information that is proprietary to the Disclosing Party and not generally known to the public, including but not limited to: business plans, financial information, customer lists, technical data, and employee information.

## 2. Obligations of Receiving Party

The Receiving Party agrees to:

- Maintain the confidentiality of the Confidential Information.
- Not disclose the Confidential Information to any third party without prior written consent from the Disclosing Party.
- Use the Confidential Information solely for the purpose of [specific purpose, e.g., employment or project activities].

## 3. Term

This Agreement shall commence on the date first above written and shall continue in effect until [duration or condition for termination].

## 4. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of [State/Country].

## 5. Signatures

IN WITNESS WHEREOF, the parties have executed this Non-Disclosure Agreement as of the date first above written.

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[Company Name]  
By: [Authorized Signature]  
Title: [Title]

\_\_\_\_\_  
[Employee Name]

Signature: \_\_\_\_\_