

Vendor Privacy Agreement

Date: [Insert Date]

Vendor Name: [Insert Vendor Name]

Vendor Address: [Insert Vendor Address]

Dear [Vendor Contact Name],

We are pleased to engage with you as a vendor and look forward to collaborating on our upcoming projects. However, we take the privacy and security of our data very seriously. To protect this information, we require all our vendors to adhere to the following privacy agreement specifications:

1. Definition of Confidential Information

Confidential Information includes any data or information that is proprietary to [Your Company Name] and not generally known to the public.

2. Data Protection Practices

Vendors must implement appropriate technical and organizational measures to protect Confidential Information against unauthorized access, disclosure, and destruction.

3. Limitation on Use

The Vendor agrees to use the Confidential Information solely for the purpose of providing services stated in the agreement.

4. Compliance with Laws

Vendors must comply with all applicable privacy laws and regulations related to the handling of Confidential Information.

5. Termination

Upon termination of the agreement, the Vendor agrees to return or destroy all Confidential Information in its possession.

Please sign below to acknowledge your acceptance of these specifications:

Vendor Signature: _____

Date: _____

Thank you for your cooperation in safeguarding our confidential information.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]