

Vendor Data Confidentiality Agreement

Date: [Insert Date]

To: [Vendor Name]

Address: [Vendor Address]

Dear [Vendor Name],

This letter serves to outline the terms of confidentiality regarding the data shared between [Your Company Name] and [Vendor Name]. Both parties understand the importance of safeguarding sensitive information and agree to the following terms:

1. Definition of Confidential Information

For the purpose of this agreement, "Confidential Information" includes all data, documents, and communications disclosed by [Your Company Name] to [Vendor Name] relating to our business operations.

2. Obligations of the Vendor

[Vendor Name] agrees to:

- Keep all Confidential Information secure and confidential.
- Not disclose any Confidential Information to third parties without prior written consent from [Your Company Name].
- Use the Confidential Information solely for the purposes for which it was disclosed.

3. Duration of Confidentiality

The obligations of confidentiality shall remain in effect for a period of [Insert Duration] from the date of this agreement.

4. Governing Law

This agreement shall be governed by the laws of [Insert Jurisdiction].

Please indicate your acceptance of these terms by signing below.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

Acceptance

By signing below, [Vendor Name] agrees to the terms outlined in this confidentiality agreement:

[Vendor Name]

Date: _____