

Confidentiality Assurance Letter

Date: _____

To: [Subcontractor's Name]

[Subcontractor's Address]

Dear [Subcontractor's Name],

This letter serves as a formal assurance of confidentiality regarding any and all information that may be shared with you as a subcontractor for the duration of our engagement.

As part of our agreement, you are required to maintain the confidentiality of all proprietary information, trade secrets, and sensitive data that you may have access to during the course of your work.

By signing this letter, you commit to the following:

- Not to disclose any confidential information to third parties without prior written consent.
- To use the confidential information solely for the purpose of fulfilling your obligations under our agreement.
- To take all reasonable measures to protect the confidentiality of the information.

We appreciate your commitment to uphold these terms and look forward to a successful collaboration.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]

Subcontractor Acknowledgment:

I, [Subcontractor's Name], agree to the terms stated above.

Signature: _____

Date: _____