

Confidentiality Agreement

Date: [Insert Date]

To: [Subcontractor Name]

Address: [Subcontractor Address]

Dear [Subcontractor Name],

This Confidentiality Agreement ("Agreement") is made as of the date above by and between [Your Company Name], located at [Your Company Address] ("Company") and [Subcontractor Name] ("Subcontractor").

1. Definition of Confidential Information

For purposes of this Agreement, "Confidential Information" includes all information disclosed by the Company to the Subcontractor, whether in written, electronic, or oral form, including but not limited to, financial data, project plans, specifications, and other sensitive information.

2. Obligations of the Subcontractor

The Subcontractor agrees to:

- Maintain the confidentiality of the Confidential Information.
- Not disclose any Confidential Information to third parties without the prior written consent of the Company.
- Use the Confidential Information solely for the purpose of performing services for the Company.

3. Term

This Agreement shall remain in effect for a period of [insert duration] from the date of execution.

4. Governing Law

This Agreement shall be governed by the laws of [Insert State/Country].

If you agree to the terms outlined above, please sign and return a copy of this Agreement.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

Accepted and Agreed:

[Subcontractor Name]

[Title]

[Date]