

Confidentiality Agreement

Date: [Insert Date]

To: [Third-Party Service Provider's Name]

Address: [Third-Party Service Provider's Address]

Dear [Third-Party Service Provider's Contact Name],

This Confidentiality Agreement (the "Agreement") is entered into between [Your Organization's Name], located at [Your Organization's Address] ("Disclosing Party") and [Third-Party Service Provider's Name], located at [Third-Party Service Provider's Address] ("Receiving Party"), collectively referred to as the "Parties".

1. Purpose

The purpose of this Agreement is to protect the confidentiality of sensitive information disclosed by the Disclosing Party to the Receiving Party in connection with the provision of social services.

2. Definition of Confidential Information

For purposes of this Agreement, "Confidential Information" means any data or information that is proprietary to the Disclosing Party and not generally known to the public, including but not limited to client information, business operations, and financial details.

3. Obligations of the Receiving Party

The Receiving Party agrees to:

- a) Keep all Confidential Information in strict confidence;
- b) Not disclose Confidential Information to any third party without the prior written consent of the Disclosing Party;
- c) Use the Confidential Information solely for the purpose of providing services to the Disclosing Party.

4. Term

This Agreement shall commence on the date indicated above and shall continue indefinitely unless terminated by either party with 30 days written notice.

5. Governing Law

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

6. Signature

By signing below, the Parties agree to the terms of this Confidentiality Agreement.

For [Your Organization's Name]

[Your Name, Title]

For [Third-Party Service Provider's Name]

[Contact Name, Title]

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Organization's Name]