

Confidentiality Agreement Reminder

Dear [Recipient's Name],

This is a friendly reminder regarding the confidentiality agreement you signed on [Date]. We appreciate your commitment to maintaining the confidentiality of our proprietary information.

Please ensure that you continue to uphold the terms outlined in the agreement, which include but are not limited to:

- Restricting access to confidential information
- Not disclosing confidential information to third parties
- Protecting confidential information from unauthorized use

If you have any questions or concerns, do not hesitate to reach out.

Thank you for your continued cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]