

Updated Non-Disclosure Terms

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are writing to inform you of updates to our Non-Disclosure Agreement (NDA) originally signed on [Original Date]. As our business evolves, we have revised the terms to better protect both parties involved.

Updated Terms

- **Confidential Information:** Expanded definition to include [details].
- **Duration:** Confidentiality obligations will now extend for [duration].
- **Permitted Disclosures:** Clarified circumstances under which information may be disclosed.

Please review the attached updated NDA document. Your continued cooperation and adherence to these terms are greatly appreciated.

If you have any questions or require further clarification, feel free to reach out.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]