

# Confidential Information Agreement

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

Dear [Recipient Name],

This Confidential Information Agreement ("Agreement") is made and entered into as of the date written above by and between [Disclosing Party Name] ("Disclosing Party") and [Receiving Party Name] ("Receiving Party").

## 1. Definition of Confidential Information

For purposes of this Agreement, "Confidential Information" shall include all non-public information disclosed by the Disclosing Party to the Receiving Party, either directly or indirectly, whether in written or oral form.

## 2. Obligations of Receiving Party

The Receiving Party agrees to:

- Keep the Confidential Information confidential and not disclose it to any third party without prior written consent from the Disclosing Party.
- Use the Confidential Information solely for the purpose of [specific purpose].

## 3. Term

This Agreement shall commence on the date first written above and continue for a period of [specify duration].

## 4. Miscellaneous

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

IN WITNESS WHEREOF, the parties hereto have executed this Confidential Information Agreement as of the date first written above.

Sincerely,

[Disclosing Party Name]

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[Signature]

[Receiving Party Name]

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[Signature]