

Confidentiality Agreement Notification

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Notification of Confidentiality Agreement

Dear [Recipient's Name],

This is to inform you that pursuant to our ongoing discussions and collaborative efforts, we have established a Confidentiality Agreement, which is designed to protect the proprietary and confidential information that may be disclosed between us.

By signing the attached agreement, both parties acknowledge their understanding of the confidentiality obligations and agree to uphold them in all interactions going forward.

Please review the attached document carefully. Should you have any questions or require further clarification, do not hesitate to reach out.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]