

Confidentiality Agreement Renewal Notice

Date: [Insert Date]

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

This notice is to inform you that the confidentiality agreement between [Your Company Name] and [Recipient's Company Name] dated [Original Agreement Date] is set to expire on [Expiration Date]. We value the relationship that has been cultivated and believe it is essential to ensure continued confidentiality of shared information.

We would like to discuss renewing the confidentiality agreement. Please review the terms of the current agreement, and let us know if you would like to propose any modifications for the renewal.

We appreciate your cooperation and look forward to your prompt response.

Thank you.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]
[Your Contact Information]