

Non-Disclosure Agreement Clarification

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Clarification of Non-Disclosure Agreement Specifics

Dear [Recipient's Name],

I hope this message finds you well. I am writing to seek clarification regarding some specifics of the Non-Disclosure Agreement (NDA) we are currently considering.

Specifically, I would like to discuss the following points:

1. **Definition of Confidential Information:** Could you please provide more details on what constitutes confidential information under the NDA?
2. **Duration of the Agreement:** How long is the NDA in effect, and what are the conditions for termination?
3. **Permitted Disclosures:** Are there any exceptions to the confidentiality obligations that we should be aware of?

Thank you for your attention to these matters. I look forward to your prompt response so we can proceed accordingly.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]