

Supplier Trade Secret Protection Notice

Date: [Insert Date]

To: [Supplier Name]

Address: [Supplier Address]

Dear [Supplier Name],

We are writing to remind you of the importance of protecting our trade secrets and confidential information. As part of our ongoing partnership, we recognize that access to certain sensitive information is crucial for our mutual success.

As outlined in our agreement, please ensure that all personnel who have access to our trade secrets are aware of their responsibilities to maintain confidentiality. Any unauthorized disclosure of our proprietary information may result in legal action.

We appreciate your cooperation in safeguarding our valuable trade secrets. Should you have any questions or require further clarification regarding this notice, please do not hesitate to contact us at [Your Contact Information].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]