

# Mutual Termination of Confidentiality Agreement

Date: [Insert Date]

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

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

Dear [Recipient's Name],

We are writing to confirm the mutual termination of the Confidentiality Agreement entered into on [Insert Agreement Date]. Both parties have agreed to terminate the agreement effective immediately as of the date of this letter.

By this termination, both parties will no longer be bound by the terms and conditions of the original agreement, and all obligations of confidentiality will cease.

We appreciate the cooperation and understanding from both parties during the term of the agreement.

If you have any questions or need further clarification, please do not hesitate to reach out.

Sincerely,

[Your Name]  
[Your Position]  
[Your Company Name]