

Private Information Exchange Agreement

Date: [Insert Date]

From:

[Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To:

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Subject: Agreement for Exchange of Private Information

Dear [Recipient's Name],

This letter serves as a formal agreement for the exchange of private information between [Your Organization/Your Name] and [Recipient's Organization/Recipient's Name]. The parties agree to share the following information:

- [Specify the type of information to be exchanged]
- [Specify any relevant details or limitations]

Both parties agree to maintain confidentiality and to use the exchanged information solely for the purposes outlined above.

Please indicate your acceptance of this agreement by signing below.

Sincerely,

[Your Name]

[Your Title/Position]

Acceptance

[Recipient's Name]

Date: _____