

Confidentiality Assurance Letter

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

Dear [Recipient's Name],

We are pleased to confirm our commitment to maintaining the confidentiality of all proprietary and sensitive information associated with the construction project entitled "[Project Name]" (the "Project").

As part of this assurance, we agree to the following:

1. All information disclosed during the course of the Project, whether written, oral, or otherwise, will be treated as confidential.
2. We will not disclose any such information to any third party without your prior written approval.
3. We will implement appropriate measures to safeguard the confidentiality of the information.

This Confidentiality Assurance Letter is intended to protect the interests of both parties and ensure that we can work together effectively on this Project.

Please sign and return a copy of this letter to indicate your acceptance of this confidentiality assurance.

Thank you for your trust in us.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

Accepted by:

[Recipient's Name]

[Recipient's Title]

Date: _____