

# Proprietary Information Agreement

Date: [Insert Date]

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

Dear [Recipient's Name],

This Proprietary Information Agreement ("Agreement") is made as of the date above, by and between [Your Company Name], with a principal place of business at [Your Company Address] ("Disclosing Party"), and [Recipient's Company Name], with a principal place of business at [Recipient's Company Address] ("Receiving Party").

## 1. Purpose

The purpose of this Agreement is to protect the confidential and proprietary information related to the construction project known as "[Project Name]" (the "Project").

## 2. Definition of Proprietary Information

For purposes of this Agreement, "Proprietary Information" shall include all information disclosed by the Disclosing Party to the Receiving Party, whether written, oral, or electronic, that is designated as confidential or that a reasonable person would understand to be confidential.

## 3. Obligations of Receiving Party

The Receiving Party agrees to:

- a. Keep the Proprietary Information confidential.
- b. Not disclose the Proprietary Information to any third parties without prior written consent from the Disclosing Party.
- c. Use the Proprietary Information solely for the purpose of evaluating or performing obligations related to the Project.

## 4. Term

This Agreement shall remain in effect for a period of [Insert Duration] from the date of execution.

## 5. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of [Insert State].

IN WITNESS WHEREOF, the parties hereto have executed this Proprietary Information Agreement as of the date first above written.

**Disclosing Party:**

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[Your Name]  
[Your Title]  
[Your Company Name]

**Receiving Party:**

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[Recipient's Name]  
[Recipient's Title]  
[Recipient's Company Name]