

Business Partnership Confidentiality Agreement

Date: [Insert Date]

To: [Partner's Name]
[Partner's Company]
[Partner's Address]

Dear [Partner's Name],

This letter serves as a formal agreement regarding the confidentiality terms between [Your Company Name] and [Partner's Company Name] in relation to our business partnership.

1. Definition of Confidential Information

For the purposes of this agreement, "Confidential Information" refers to any non-public information disclosed by either party, including but not limited to business plans, financial data, marketing strategies, and proprietary technologies.

2. Obligations of the Receiving Party

The receiving party agrees to maintain the confidentiality of the Confidential Information and shall not disclose it to any third parties without prior written consent from the disclosing party.

3. Exclusions

Confidential Information does not include information that is publicly available, disclosed with permission, or independently developed.

4. Duration

This agreement shall remain in effect for [X years/months] from the date of disclosure of the Confidential Information.

5. Governing Law

This agreement shall be governed by the laws of [Insert State/Country].

Please sign and return a copy of this letter to confirm your acceptance of these terms.

Sincerely,
[Your Name]
[Your Title]
[Your Company Name]
[Your Contact Information]

Agreed and Accepted by:

[Partner's Name]
[Partner's Title]
[Partner's Company Name]