

# Client Confidentiality Agreement

Date: [Insert Date]

Client Name: [Insert Client Name]

Consultant Name: [Insert Consultant Name]

Dear [Client Name],

This Confidentiality Agreement ("Agreement") is entered into by and between [Insert Consultant Name] ("Consultant") and [Insert Client Name] ("Client") effective as of [Insert Effective Date].

- 1. Definition of Confidential Information:** For the purposes of this Agreement, "Confidential Information" shall include all information disclosed by the Client to the Consultant, whether orally or in writing, that is designated as confidential or that reasonably should be understood to be confidential.
- 2. Obligations of the Consultant:** The Consultant agrees to hold all Confidential Information in strict confidence and will not disclose it to any third party without the prior written consent of the Client.
- 3. Exceptions:** Confidential Information does not include information that: (a) is or becomes publicly known through no wrongful act of the Consultant; (b) was known to the Consultant prior to disclosure by the Client; (c) is disclosed to the Consultant by a third party without breach of any obligation of confidentiality.
- 4. Term:** This Agreement shall commence on the effective date and shall continue for a period of [Insert Duration] years unless terminated earlier by either party with [Insert Notice Period] written notice.
- 5. Governing Law:** This Agreement shall be governed by and construed in accordance with the laws of [Insert Jurisdiction].

By signing below, both parties agree to the terms outlined in this Confidentiality Agreement.

Sincerely,

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[Insert Consultant Name]  
[Insert Title, if applicable]  
[Insert Contact Information]

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[Insert Client Name]

[Insert Title, if applicable]  
[Insert Contact Information]