

# Letter of Transfer of Trade Secret Rights

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Transfer of Trade Secret Rights

This letter serves as a formal notice of the transfer of rights concerning certain trade secrets owned by [Your Company/Name] ("Transferor") to [Recipient's Company/Name] ("Transferee").

The trade secrets being transferred include, but are not limited to, the following:

- [Description of Trade Secret 1]
- [Description of Trade Secret 2]
- [Description of Trade Secret 3]

The transfer will take effect on [Effective Date]. The Transferee agrees to promptly take necessary actions to protect the confidentiality and integrity of the trade secrets as per the agreements in place.

This transfer is made under the terms outlined in the Confidentiality Agreement dated [Date of Agreement] and is binding upon both parties.

Please signify your acceptance of this transfer by signing and returning a copy of this letter.

Thank you for your valued cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Name]

[Your Contact Information]

Accepted and agreed:

---

[Recipient's Name]

[Recipient's Position]

[Recipient's Company/Name]