

[Your Company Name]
[Your Address]
[City, State, Zip Code]
[Date]

[Recipient Name]
[Recipient Title]
[Insurance Company/Vendor Name]
[Address]
[City, State, Zip Code]

RE: Notice of Cancellation of Cyber Liability Security Controls Nondisclosure Agreement

Dear [Recipient Name],

This letter serves as formal notice to cancel the Nondisclosure Agreement (NDA) regarding our Cyber Liability Security Controls, effective as of [Cancellation Date].

Pursuant to the terms of the agreement dated [Original Agreement Date], we are exercising our right to terminate this disclosure arrangement due to [Reason for Cancellation, e.g., end of policy term, change in provider, or project completion].

As per the requirements of the original agreement, please ensure that:

- All sensitive documentation regarding our cybersecurity protocols, network maps, and internal controls is returned or securely destroyed.
- Confirmation of the deletion of electronic records is provided in writing.
- Your obligation to maintain the confidentiality of any information previously shared remains in effect according to the survival clauses of the NDA.

Please acknowledge receipt of this cancellation and confirm the status of the data disposal by signing below and returning a copy to us.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Title]

Acknowledgment of Cancellation and Data Destruction

Name: _____

Date: _____