

NON-DISCLOSURE AND CONFIDENTIALITY AGREEMENT

Date: [Insert Date]

Between:

[Entity Name] (the "Disclosing Party")
[Entity Address]

And:

[Recipient Name] (the "Recipient")
[Recipient Address]

1. Confidential Information

Confidential Information includes all non-public, proprietary, or business-related information shared by the Disclosing Party, whether written or oral.

2. Obligations of the Recipient

The Recipient agrees to:

- Keep all information strictly confidential.
- Use the information only for the purpose of [Insert Purpose, e.g., Project Evaluation].
- Not disclose the information to any third parties without prior written consent.

3. Exclusions

This agreement does not apply to information that is already public, already known by the Recipient, or required to be disclosed by law.

4. Term

This agreement remains in effect for [Insert Number] years from the date of disclosure.

5. Return of Materials

Upon request, the Recipient must return or destroy all physical and digital copies of the Confidential Information.

Signatures:

For the Disclosing Party:

Name/Title: [Insert Name/Title]

For the Recipient:

Name/Title: [Insert Name/Title]