

Date: [Insert Date]

VIA: [Insert Method of Delivery, e.g., Certified Mail / Email]

TO:

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

FROM:

[Your Name/Company Name]

[Your Address]

[City, State, Zip Code]

RE: NOTICE OF BREACH OF NON-DISCLOSURE AGREEMENT AND RIGHT TO CURE

Dear [Recipient Name],

This letter serves as formal notice that you are in breach of the Non-Disclosure Agreement (the "Agreement") entered into on [Date of Agreement] between [Company Name/Your Name] and [Recipient Name].

Description of Breach:

It has come to our attention that the following unauthorized disclosure or use of Confidential Information has occurred:

[Provide a detailed description of the breach, including dates and the specific information disclosed].

This action constitutes a direct violation of Section [Insert Section Number] of the Agreement.

Right to Cure:

In accordance with the terms of the Agreement, you are hereby granted a period of [Number of Days, e.g., 10] business days from the receipt of this notice to cure this breach. To remedy this situation, you must take the following actions:

- Immediately cease all unauthorized use or disclosure of the Confidential Information.
- Retrieve all copies of the disclosed information from unauthorized third parties.
- Provide written confirmation that all unauthorized copies have been returned or destroyed.
- [Insert any other specific remedial actions required].

Consequences of Failure to Cure:

Failure to fully remedy the breach within the specified timeframe will result in further legal action. [Company Name/Your Name] reserves all rights to seek legal and equitable remedies,

including but not limited to injunctive relief, monetary damages, and recovery of attorney fees as permitted under the Agreement and applicable law.

Please acknowledge receipt of this letter and provide your written plan for curing the breach by [Insert Date].

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Position]