

Vendor Confidentiality Declaration Form

This **Vendor confidentiality declaration form sample** ensures that all parties involved understand the importance of protecting sensitive information. It outlines the obligations vendors must follow to maintain confidentiality during and after their engagement. Using this form helps safeguard proprietary data and build trust between organizations and their vendors.

1. Vendor Information

- **Vendor Name:** _____
- **Contact Person:** _____
- **Address:** _____
- **Email/Phone:** _____

2. Confidential Information Definition

"Confidential Information" includes, but is not limited to, all non-public business, technical, operational, financial, or personal information provided by the Company to the Vendor, whether oral, written, or electronic.

3. Vendor Obligations

- Keep all Confidential Information strictly confidential.
- Not disclose any Confidential Information to external parties without prior written consent from the Company.
- Use Confidential Information solely for the purpose of fulfilling contractual obligations.
- Take appropriate measures to prevent unauthorized access, loss, or disclosure.
- Return or destroy all Confidential Information upon termination of the engagement.

4. Duration

These confidentiality obligations remain in effect during the term of the engagement and continue for a period of _____ years after its conclusion.

5. Acknowledgement

By signing below, the Vendor acknowledges that they have read, understood, and agree to abide by the terms of this Confidentiality Declaration.

Vendor Authorized

Signature: _____

Name: _____

Title: _____

Date: _____