

# Confidentiality Statement Template for Freelance Contractors

This **confidentiality statement template** for freelance contractors ensures sensitive information remains protected during and after project completion. It clearly outlines the obligations and responsibilities related to non-disclosure, fostering trust between clients and freelancers. Using this template helps safeguard proprietary data and maintain professional integrity.

## Confidentiality Statement

This Confidentiality Statement ("Agreement") is entered into between **[Client Name]** ("Client") and **[Freelance Contractor Name]** ("Contractor") as of **[Date]**.

### 1. Purpose

Contractor acknowledges that during the course of the project, they may have access to confidential and proprietary information belonging to the Client. This Agreement serves to protect such information.

### 2. Definition of Confidential Information

"Confidential Information" includes all non-public, sensitive, or proprietary data, materials, documents, and information provided by the Client to the Contractor, whether oral, written, or electronic, in connection with the project.

### 3. Obligations of the Contractor

- The Contractor agrees not to disclose, share, or use any Confidential Information for purposes other than fulfilling the obligations under the project without the prior written consent of the Client.
- The Contractor will take all reasonable steps to protect and maintain the confidentiality and security of the Client's Confidential Information.
- Upon completion or termination of the project, the Contractor agrees to return or destroy all physical and electronic copies of Confidential Information as directed by the Client.

### 4. Exclusions

The obligations in this statement do not apply to information that is:

- (a) Publicly available without breach of this Agreement;
- (b) Rightfully received from a third party without obligation of confidentiality;
- (c) Independently developed by the Contractor without use of or reference to the Client's information.

### 5. Duration

The confidentiality obligations apply during the term of the project and shall continue for a period of **[number of years, e.g., two (2) years]** after the completion or termination of the project.

### 6. Acceptance

By signing below, both parties acknowledge and agree to the terms of this Confidentiality Statement.

**Client Name & Signature**

Date: \_\_\_\_\_

**Freelance Contractor Name & Signature**

Date: \_\_\_\_\_