

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: _____