

# Non-Disclosure Agreement (NDA) Form Sample

A **non-disclosure agreement form sample** is essential for protecting confidential information during business deals. This document ensures that all parties involved agree to keep sensitive data private and secure. Using a clear, legally sound NDA fosters trust and safeguards valuable business interests.

## Non-Disclosure Agreement

This Non-Disclosure Agreement ("Agreement") is made and entered into as of [Date], by and between:

- **Disclosing Party:** [Company/Individual Name], located at [Address]
- **Receiving Party:** [Company/Individual Name], located at [Address]

### 1. Definition of Confidential Information.

"Confidential Information" means any data, materials, or information, whether written, oral, or electronic, disclosed by the Disclosing Party to the Receiving Party that is designated as confidential or should reasonably be understood to be confidential.

### 2. Obligations of Receiving Party.

The Receiving Party agrees to:

- Use the Confidential Information solely for evaluating or pursuing a business relationship or deal;
- Not disclose any Confidential Information to third parties without prior written consent of the Disclosing Party;
- Take reasonable measures to protect the confidentiality of the information.

### 3. Exclusions.

This Agreement does not apply to information that:

- Is or becomes publicly known through no fault of the Receiving Party;
- Is received from a third party without breach of any obligation;
- Is independently developed by the Receiving Party without reference to Confidential Information.

### 4. Term.

This Agreement and the Receiving Party's duty to hold Confidential Information in confidence remain in effect for [X] years from the date of disclosure.

### 5. Return or Destruction of Materials.

Upon request, the Receiving Party will return or destroy all copies of Confidential Information.

### 6. Governing Law.

This Agreement is governed by and construed under the laws of [Jurisdiction].

IN WITNESS WHEREOF, the parties hereto have executed this Non-Disclosure Agreement as of the Effective Date.

#### Disclosing Party

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

#### Receiving Party

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_