

# Mutual Non-Disclosure Agreement

This Nondisclosure Agreement (the "Agreement") is entered into by and between ABC Company with its principal offices at 123 Alphabet Street, San Francisco, CA 94101, ("Disclosing Party") and \_\_\_\_\_, located at \_\_\_\_\_ ("Receiving Party") for the purpose of preventing the unauthorized disclosure of Confidential Information as defined below. The parties agree to enter into a confidential relationship with respect to the disclosure of certain proprietary and confidential information ("Confidential Information").

1. Definition of Confidential Information. For purposes of this Agreement, "Confidential Information" shall include all information or material that has or could have commercial value or other utility in the business in which Disclosing Party is engaged. If Confidential Information is in written form, the Disclosing Party shall label or stamp the materials with the word "Confidential" or some similar warning. If Confidential Information is transmitted orally, the Disclosing Party shall promptly provide a writing indicating that such oral communication constituted Confidential Information.

## Company

EMAIL:

Name:

Signature:

## Recipient

EMAIL:

Name:

Signature: