

# **CONFIDENTIALITY AGREEMENTS PACKAGE**

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U.S. Legal Forms™ thanks you for your purchase of a Confidentiality Agreements Package. This package is a useful and necessary tool for providing confidentiality obligations on parties receiving information from disclosing parties who consider such information or material to be confidential.

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### **I. FORM LIST**

With your Confidentiality Agreements package, you will find the forms necessary to impose confidentiality obligations on parties receiving information that is deemed confidential. This package is for use by companies who are using consultants, contractors or investors. This package consists of several forms from which you can choose the ones that best suit your needs.

Included in your package are the following forms:

- 1. Non-disclosure and Confidentiality Agreement by Employee or Consultant to Owner
- 2. Confidentiality Agreement
- 3. Confidentiality Agreement between Companies
- 4. Non-disclosure Agreement

### **II. DESCRIPTIONS OF FORMS**

Brief descriptions of the forms contained in your U.S. Legal Forms™ Employee Confidentiality Agreements and Trade Secrets Package are found below.

Non-disclosure and Confidentiality Agreement by Employee or Consultant to Owner – The first party has possession of proprietary information and know-how relating to an idea, product or service, and wishes to employ the second party but desires that the second party agree not to disclose information learned by second party during such employment. Both parties agree that all information, ideas, products or services, processes, written material, samples, models and all

Other information of any type, whether written or oral, submitted to the second party by the first party is now, and will remain, the property of first party.

Confidentiality Agreement - This agreement provides that the recipient of confidential information will not disclose the information to any other unauthorized party.

Confidentiality Agreement between Companies – This form constitutes an agreement between two companies regarding information or ideas valuable to the company's business. Any such information or ideas is treated as confidential and should not be disclosed to competitors or freely made available to other third parties.

Non-Disclosure Agreement – The parties to this agreement desire that the Disclosing Party will make certain Subject Information available to the Receiving Party for use in connection with a potential or actual business relationship elsewhere defined, and that the Receiving Party will protect such Subject Information.

If you need additional information, please visit [www.uslegalforms.com](http://www.uslegalforms.com) and look up forms by subject matter. You may also wish to visit our legal definitions page at <http://definitions.uslegal.com/>

### **III. TIPS ON COMPLETING THE FORMS**

The form(s) in this packet may contain “form fields” created using Microsoft Word or Adobe Acrobat (“.pdf” format). “Form fields” facilitate completion of the forms using your computer. They do not limit your ability to print the form “in blank” and complete with a typewriter or by hand.

It is also helpful to be able to see the location of the form fields. Go to the View menu, click on Toolbars, and then select Forms. This will open the Forms toolbar. Look for the button on the Forms toolbar that resembles a shaded letter “a”. Click this button and the form fields will be visible.

By clicking on the appropriate form field, you will be able to enter the needed information. In some instances, the form field and the line will disappear after information is entered. In other cases, it will not. The form was created to function in this manner.

#### **IV. DISCLAIMER**

These materials were developed by U.S. Legal Forms, Inc. based upon statutes and forms for the subject state. All information and Forms are subject to this Disclaimer:

**All forms in this package are provided without any warranty, express or implied, as to their legal effect and completeness. Please use at your own risk. If you have a serious legal problem, we suggest that you consult an attorney in your state. U.S. Legal Forms, Inc. does not provide legal advice. The products offered by U.S. Legal Forms (USLF) are not a substitute for the advice of an attorney.**

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