

# Employee Non-Disclosure Agreement (NDA)

This Employee Non-Disclosure Agreement (the "Agreement") is entered into between:

- **Company:** \_\_\_\_\_
- **Employee:** \_\_\_\_\_
- **Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## 1. Confidential Information

For purposes of this Agreement, "Confidential Information" means all non-public information regarding the Company's business, operations, finances, technology, and customers disclosed to the Employee.

## 2. Obligations of Employee

- The Employee agrees to keep all Confidential Information strictly confidential and not to disclose it to any third party without the prior written consent of the Company.
- The Employee shall use Confidential Information solely for the purpose of performing employment duties for the Company.

## 3. Exclusions

- Confidential Information does not include information that is or becomes publicly known through no breach of this Agreement by the Employee.

## 4. Term

This Agreement and Employee's duty to hold Confidential Information in confidence remain in effect during employment and for a period of \_\_\_\_\_ years after termination of employment.

## 5. Return of Materials

Upon termination of employment, the Employee agrees to return or destroy all materials containing Confidential Information in their possession.

## 6. Governing Law

This Agreement shall be governed by the laws of \_\_\_\_\_.

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Employee Signature

Name: \_\_\_\_\_  
Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

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Authorized Representative Signature

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_