

# Simple M&A Confidentiality Agreement Outline

## 1. Introduction

1. Parties Involved
2. Purpose of Disclosure

## 2. Definition of Confidential Information

- Definition and Scope
- Exclusions

## 3. Obligations of Receiving Party

- Use Restriction
- Non-Disclosure
- Standard of Care

## 4. Permitted Disclosures

- Representatives
- Legal Requirements

## 5. Term and Termination

- Duration of Obligation
- Return/Destruction of Material

## 6. Remedies

- Injunctive Relief
- Liability

## 7. Miscellaneous

- Governing Law
- No Obligation to Proceed
- No Waiver

8. Signatures

