# **📑 Non-Disclosure Agreement (NDA) Template (With Sample)**

*A contract to protect sensitive business information from being disclosed.*

## **📌 Why Use an NDA?**

An NDA (Non-Disclosure Agreement) is crucial for:

✅ Protecting confidential business information.  
✅ Ensuring trade secrets aren’t shared with competitors.  
✅ Building trust when discussing partnerships, investments, or collaborations.

## **📜 NON-DISCLOSURE AGREEMENT (NDA)**

This NDA ("Agreement") is made and entered into on [DATE] by and between:

* Disclosing Party: [Your Business Name], located at [Business Address].
* Receiving Party: [Other Party’s Name/Business Name], located at [Other Party’s Address].

The parties agree as follows:

### 1. Definition of Confidential Information

"Confidential Information" includes, but is not limited to:

✅ Business plans, client lists, marketing strategies.  
✅ Financial information, pricing models, revenue reports.  
✅ Product designs, trade secrets, software code.

### 2. Obligations of the Receiving Party

✅ Not to disclose any Confidential Information to third parties.  
✅ Not to use Confidential Information for personal or competitive gain.  
✅ To return or destroy all Confidential Information upon request.

### 3. Exclusions from Confidentiality

This agreement does NOT apply to information that:

✅ Was already publicly available before disclosure.  
✅ Was obtained legally from another source.  
✅ Is disclosed with written permission from the Disclosing Party.

### 4. Term & Duration

✅ The NDA remains in effect for [X] years from the date of signing.

### 5. Legal Remedies for Breach

✅ If the Receiving Party breaches this NDA, the Disclosing Party has the right to seek:

* Injunctions to prevent further disclosure.
* Damages for any financial loss caused by the breach.

### 6. Agreement Acceptance

Both parties acknowledge and agree to the terms outlined in this NDA.

Signatures:

Disclosing Party  
 [Your Name] | [Your Business Name] | [Date]

Receiving Party  
 [Other Party's Name] | [Other Party's Business Name] | [Date]

### **📌 SAMPLE NDA**

Example: NDA for Software Development Partnership

This NDA is made on March 6, 2025, between:

* Disclosing Party: FinTech Innovations Ltd., 10 Financial Hub Ave, Lagos, Nigeria.
* Receiving Party: Alpha Dev Agency, 23 Tech Lane, Abuja, Nigeria.

📌 Purpose: The Disclosing Party is sharing proprietary software algorithms with the Receiving Party for potential partnership discussions.  
 📌 Term: 3 years from the date of signing.  
 📌 Confidential Information Includes: Source code, security protocols, revenue models.  
 📌 Exclusions: Publicly available financial reports, previously known software technologies.  
 📌 Legal Remedies: Violation of this NDA will result in legal action seeking monetary damages and an injunction to stop further disclosure.

Signed:

Disclosing Party: FinTech Innovations Ltd. | March 6, 2025  
Receiving Party: Alpha Dev Agency | March 6, 2025

# **🚀 Final Thoughts**

✅ A Service Agreement ensures clear expectations and fair payment.  
✅ An NDA protects sensitive business information from leaks and misuse.