

### Chapter 1 : Non-Disclosure Agreement (NDA) Template “ Sample

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### Chapter 3 : Sample Non-Disclosure Agreement Template - EveryNDA

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NDA agreements are commonly used in employer-employee hiring situations, between parties who are considering entering into a licensing discussion or agreement with each other, distribution negotiations and between startups and companies who wish to gauge the potential possibility of future commercial joint ventures. A mutual NDA is created to protect the confidentiality of both parties disclosures but if only one party is intending to make disclosures, then normally only a one-way NDA will be drawn up. Clauses for your NDA Clause 1: Confidentiality can extend to things such as documents, designs, sketches, analyses, source codes, marketing plans, manufacturing processes and technical procedures. The Disclosing Party is given the freedom to specify what information will be considered confidential but it should also be able to justify why the information needs to be protected by confidentiality. Some countries and states are particularly against agreements that come across as unreasonably restrictive, onerous or anti-competition. For example, clauses that prevent a Receiving Party from using his or her industry knowledge and experience and therefore, not being able to earn an income in the same industry in the future might be considered unreasonably restrictive. *Watson*, the Virginia court held that the NDA agreement was unenforceable because the requirement of confidentiality applied too broadly and the terms of the agreement were to also apply indefinitely. Duration of the NDA Even if the scope of the NDA agreement was reasonable, the agreement may still be struck down if the duration for which confidentiality is meant to apply for is too long. A perpetual agreement continues to endure as long as the information is considered confidential whilst a NDA agreement with a limited time duration expires once the time duration is reached. Courts in different jurisdictions view the acceptability of perpetual NDA agreements and clauses differently but in general, courts are more accepting of perpetual agreements and clauses if the information to be protected is a trade secret. For example, in *Augusta Medical Complex, Inc. Blue Cross of Kansas, Inc.* This is because not all types of confidential information continue to retain value after an extended period of time. For example, customer lists may no longer be accurate, marketing strategies may become outdated and pricing models may cease to be effective after a certain period of time. In contrast, courts have ruled that trade secrets have inherent value based on it being kept a secret and therefore, should be protected indefinitely. In order for a certain type of information to qualify as a trade secret, it has to possess commercial value, confer some sort of economic benefit to its owner and reasonable effort must have been made to keep it a secret. Businesses like Coca-Cola and KFC have managed to keep their trade secrets for years and they invest a considerable amount to protect their trade secrets, treating them with respect and special attention. You can use NDA agreements to protect trade secrets but make sure that the duration requirement for confidentiality for such information never expires. In other words, make the NDA agreement to apply perpetually. If you make the mistake of including a time limitation in your NDA for a trade secret, this would mean that the Receiving Party is no longer obliged to keep your trade secret confidential after the time duration for secrecy has expired. An example is the case of *Silicon Image, Inc.* If you intend to use the agreement that will be covering both ordinary confidential information and trade secrets, then it is important to make a distinction between those two types of confidential information. If your agreement will be covered by a jurisdiction that accepts NDAs with perpetual time durations, then you can draft your agreement with no expiry date. To clarify what information would be considered ordinary confidential information and what would be trade secrets, you should define these two types of information in your NDA agreement. Exceptions to requirement for confidentiality There are some commonly accepted exceptions for the requirement of confidentiality. To ensure that your NDA agreement avoids the risk of being invalidated, you should make sure that you include these exceptions into your NDA: Information that was provided by a third party prior to your disclosure This covers the kind of information that the Receiving Party receives from an independent third party, prior to you making any disclosure of that same piece of information. For example, the Receiving Party receives the information through their own supplier. If that is

the case, it would be unreasonable for you to demand that the Receiving Party keep that information confidential when the information was provided by an independent party. For example, if your information gets published by a careless employee, you cannot enforce the NDA agreement covering the same leaked information against another employee. In the same vein, if you forget to require one Receiving Party to sign a NDA agreement and that Receiving Party subsequently exposes your confidential information, all other NDA agreements that you signed with earlier Receiving Parties covering that same piece of information cannot be enforced. In other words, you have to take reasonable action to protect your confidential information at all times. For example, if you were a mobile game developer, you may choose to collaborate with another mobile game developer. Any information that the other mobile game developer develops on their own independently prior to you making any disclosure of that same sort of information cannot be claimed as your proprietary information and therefore, cannot be part of the NDA agreement. Court-ordered or legally compelled disclosures There have been occasions where certain parties, such as the government, have been granted the right to force a Receiving Party to disclose confidential information. An example of such an incident happened in during the U. In such cases, parties often choose to breach the NDA rather than a court order. Although your Receiving Party may not be able to resist the court order, you can request that the Receiving Party give you immediate notice so that you can be prepared and if you wish, apply for legal protective remedies to limit the actual amount of disclosure. Jurisdiction In the event that you have to enforce the NDA agreement against a breach by a Receiving Party, the jurisdiction that applies to your agreement will be vital. As mentioned earlier, different jurisdictions view the restrictiveness of NDA agreement very differently. To avoid this expensive exercise and to prevent the possibility of a non-supportive outcome, you should state clearly which jurisdiction you want to apply to your NDA agreement: Termination of the NDA To avoid any confusion, you should also specify what you wish the Receiving Party to do with the copies of confidential information that are in their possession when your NDA agreement ends. For example, you could require that the other party returns all originals and copies of the information back to you or destroy them within a certain period of time and retain no other records or copies. Legal remedies Normally, a NDA agreement provide for both monetary compensation as well as injunctive and equitable relief to stop any further breaches from occurring. Aggrieved parties often find it useful to do damage control and prevent further disclosures by the Receiving Party. This free Non-disclosure Agreement Template includes the following sections:

### Chapter 4 : Nda sample paper pdf download

*NDA Exam NDA Exam is one of the most prestigious exam in India after 10+2. This exam is conducted by UPSC(Union public service commission). After clearing the written test you need to appear in the SSB test.*

The 2 Types of NDAs: Mutual and Unilateral Non-disclosure agreements are commonly used when one or both parties has valuable, confidential, or sensitive information like trade secrets, customer lists, or proprietary know-how. In order to turn a great idea into cash flow, both parties consciously choose to share confidential information to explore a possible collaboration or business relationship. Two major types are used to protect confidential information: Unilateral or One-Way NDA Only one party is disclosing valuable information Both parties are disclosing valuable information Only one party promises to protect the information Both parties promise to protect the information Used by an inventor and potential investor Used in a joint venture or merger Non-disclosure agreements can also be tailored for specific scenarios, including: In order for businesses to protect their valuable information, this document helps employees acknowledge that discussing any sensitive information is a breach of their contract. In these cases, companies should consider having their interviewees sign an agreement before the job interview. Inventors may find themselves in situations where they need to discuss their project with an interested party. As real estate sales involve the disclosure of significant personal and financial information, having an NDA ensures privacy and also prevents the involved parties from brokering secret deals. This is useful for protecting information such as special formulas, practices, instruments, software, technical designs and blueprints, and customer lists. Be sure to choose the most appropriate type of NDA for your situation. If you are unsure about what to do if you are asked to sign an NDA, consider these 5 things. Understand the main questions the NDA is asking you to do. What type of information are you required to keep confidential? How long will the NDA last for? Look for broad language: Otherwise, you are handcuffing yourself and opening yourself up for greater liability. If you see a liquidated damages provision, run. A liquidated damages provision ensures that if you breach the NDA, the company or employer will be entitled to a specific amount of damages without ever having to prove you caused actual damage to them. The consequences of breaching it: Look to see if there are any unusually harsh or unfair punishments should you breach the NDA. If the punishment is disproportionate to the breach, hold off on signing. You can always ask to modify the document if you find something you think is unjust or out of place. For instance, three social media giants suffered considerable consequences after failing to legally secure and protect their idea from the get-go.

### Chapter 5 : Download NDA Previous Year Question Papers

*NDA Sample Papers Aspirants participating in the national level NDA NA Entrance exam are advised to check latest NDA Sample Papers !For the easiness of visitors, we have collected NDA Model Paper PDF for all subjects like Maths/General Ability etc on this single page.*

So, they have to apply for the post on or before the last date. Once the candidates applied to the examination, they have to know about the selection process of the examination. Since they have to undergo the exams as per the selection process. Now, they will have the entrance exam. It is nothing but the Eligibility Test for the students. The candidates will undergo a common entrance examination in this session. They have to get the pass marks in eligibility test without fail. Only then they are eligible to attend the further seat allotment. They have to make their preparation in a wise way. So, they should know about the syllabus and the exam pattern as per the NDA exam. The written examination will be held as per the syllabus. And then, they have to start collecting the study material for this written exam. Now, some of the students are using the Model question paper as their study material. Now, the study materials are available on the official website of this exam. They will provide the tips to look for the exam preparation. It will be helpful to prepare for the examination. And they can easily prepare for the exam without any issues. The model question paper is nothing but the questions which is framed in the last or current year. The candidates who are preparing for the exam can make use of these model question paper. The model question paper will have the important questions at a time. And moreover, the candidates can get to know how the questions will be asked in the exam. NDA Sample papers with Solution They can also practice through this model question paper for their preparation. So, they can make use of the model question paper without fail. The candidate who applied to the NDA post will have the entrance examination. They have to prepare for the examination after they applied it. The exam details will be updated on the official website, www. This NDA is conducting the written examination to know the level of the students. So, the candidates should score high marks in the examination without fail. When they look after the exam preparation, they can make use of the study materials. It is nothing but the online exam. They have to prepare well for the online exam. If not so, they will not get a chance to take part in next exam. So, they can make use of the preparation tips. One among that was a sample paper. It is nothing but the model question papers which is preparing for the examination. It is provided by many institutes to prepare for the NDA exam. Among that, there are some candidates will prefer to make use of the sample papers. But before using the sample papers, the candidates should know about the significance of the sample papers. The sample papers are framed by the expert. The sample papers will be helpful to practice for their exams. The question papers will be set as per the syllabus such as current affairs, general knowledge and several more. So, if they have continuous practice in those sample paper, they can improve their knowledge. It will be uploaded to the official website. So, they can get them for their preparation. NDA Previous year question papers download After knowing the importance of the sample papers, the candidate may think to get the sample papers. It is very simple and easy to get the sample papers. Since it is uploaded to the official website. The candidates can download them at any time. They can follow the below steps to download the sample papers.

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*The aspirants preparing for the NDA written exam must keep aside the syllabus copy while practicing previous question papers and sample papers. You need to observe that on what points questions have been asked repeatedly.*

For example, merger or investment discussions, negotiations about joint ventures or talks with consultants or potential licensees. Commercial Real Estate NDA Confidentiality – When a landlord is seeking to sell or lease their property this agreement would be signed by all potential buyers or tenants. Financial Information NDA – To disclose personal or business financial information to a third 3rd party. Independent Contractor NDA – Also referred to as a employee, is for contractors that will have access to sensitive information. Any person you hire should be required to sign an employee NDA or an employment agreement containing a nondisclosure provision. For this reason, have applicants for sensitive positions sign a simple nondisclosure agreement at the beginning of a job interview. Landlord-Tenant NDA – In order for the landlord to safely handover information about the property to the tenant. Patent Invention NDA – Specifically written to protect a patent or invention from employees, contractors, or any other third 3rd party from sharing or copying the concept. Software Development NDA – To protect oneself from coders and programmers so that they do not steal an idea or reuse the coding or design. Student NDA – For a student of a college or university that is to be working within its internal administration and affairs. Visitor NDA – For any guest that is visiting a business. They will not be able to share the things they see on their tour. Volunteer NDA – For any guest or individual that is agreeing to work without pay. Website Design NDA – To have a designer promise not to share the logos or design practices that they use on your website. Definition of Confidential Information. If Confidential Information is transmitted orally, the Disclosing Party shall promptly provide a writing indicating that such oral communication constituted Confidential Information. Exclusions from Confidential Information. Obligations of Receiving Party. Receiving Party shall hold and maintain the Confidential Information in strictest confidence for the sole and exclusive benefit of the Disclosing Party. Receiving Party shall carefully restrict access to Confidential Information to employees, contractors and third parties as is reasonably required and shall require those persons to sign nondisclosure restrictions at least as protective as those in this Agreement. Receiving Party shall return to Disclosing Party any and all records, notes, and other written, printed, or tangible materials in its possession pertaining to Confidential Information immediately if Disclosing Party requests it in writing. Nothing contained in this Agreement shall be deemed to constitute either party a partner, joint venturer or employee of the other party for any purpose. If a court finds any provision of this Agreement invalid or unenforceable, the remainder of this Agreement shall be interpreted so as to best to effect the intent of the parties. This Agreement expresses the complete understanding of the parties with respect to the subject matter and supersedes all prior proposals, agreements, representations, and understandings. This Agreement may not be amended except in a writing signed by both parties. The failure to exercise any right provided in this Agreement shall not be a waiver of prior or subsequent rights. Employee is provided notice that an individual shall not be held criminally or civilly liable under any federal or state trade secret law for the disclosure of a trade secret that is made i in confidence to a federal, state, or local government official, either directly or indirectly, or to an attorney; and ii solely for the purpose of reporting or investigating a suspected violation of law; or is made in a complaint or other document filed in a lawsuit or other proceeding, if such filing is made under seal. An individual who files a lawsuit for retaliation by an employer for reporting a suspected violation of law may disclose the trade secret to the attorney of the individual and use the trade secret information in the court proceeding, if the individual i files any document containing the trade secret under seal; and ii does not disclose the trade secret, except pursuant to court order. Processes Chemical, mechanical and manufacturing processes are commonly protected under nondisclosure agreements. Examples include processes for manufacturing chocolate powder, chicken pox vaccine or marble picture frames. Business Strategies and Methods Business strategies such as marketing schemes, advertising campaigns, business plans and new product announcements can be protected as trade secrets. For example, courts have held that marketing strategies for the sale of propane gas and a business plan for a new franchise

are trade secrets. A business method, a manner of conducting business or a way of doing business, is also a protectable trade secret. Examples include a system for analyzing mortgage rates or a process for instructing employees. Designs Blueprints and Specifications Designs for products, machines, and structures, or other manufacturing specifications, can be protected as trade secrets. Examples include the design for a photo-processing machine, the blueprint for a casino or specifications for a paint roller. Other formulas that could be protected as trade secrets include pharmaceutical, chemical and cosmetic compounds. Physical Devices and Articles Physical devices such as machines, devices or objects can be subject to trade secret protection. Usually, trade secret protection is lost once the device is made public, but protection may enable you to protect it before obtaining a patent or while attempting to sell or license the product. Computer Software Computer software is commonly protected under trade secret law because the underlying software code is not readily ascertainable or generally known. A computer program often qualifies for trade secret status during its development and testing stage. It may also qualify for protection under copyright or patent law. Customer Lists Companies are often very eager to protect their customer lists with NDAs, particularly when a former employee might use a customer list to contact clients. If a dispute over a customer list ends up in court, a judge generally considers the following elements to decide whether or not a customer list qualifies as a trade secret: Is the information in the list ascertainable by other means? A list that is readily ascertainable cannot be protected. Does the list include more than names and addresses? For example, a customer list that includes pricing and special needs is more likely to be protected because this information adds value. Did it take a lot of effort to assemble the list? A customer list that requires more effort is more likely to be protected under an NDA. Did the departing employee contribute to the list? If the departing employee helped create it or had personal contact with the customers, it is less likely to be protected under an NDA. Is the customer list personal, long-standing or exclusive? If a business can prove that a customer list is special to its business and has been used for a long time, the list is more likely to be protected. Customer List â€” Example 1: A salesman worked for an insurance company selling credit life insurance to automobile dealers. When he switched jobs to work for a competing insurance company he took his customer list and contacted the customers at his new job. A court ruled that the customer list was not a trade secret because the names of the automobile dealers were easily ascertainable by other means and because the salesman had contributed to the creation of the list. Customer List â€” Example 2: Former employees took the client list of a temporary employment service. The former employees argued that the list could not be a trade secret since the information could be obtained through other means. Retailers are usually easy to identify through trade directories and other sources, and a list of them ordinarily does not confer a competitive advantage. But there are exceptionsâ€”for instance, a list of bookstores that order certain types of technical books and pay their bills promptly may be very valuable to a wholesale book distributor. But if the information is readily ascertainable through trade publications or other industry sources, it is not classified as a trade secret. In other words, the information was easy to ascertain. Collections of Data A databaseâ€”information of any type organized in a manner to facilitate its retrievalâ€”is often protected as a trade secret. For example, a court ruled that a database for inventorying and cost economies on wholesale sandwich production for fast-food retailers was a protectable trade secret. One Stop Deli, Inc. A collection of data that is readily ascertainable, however, is not a trade secret. Databases may also be protected under copyright law if the method of compiling or arranging the data is sufficiently creative. Know-How Know-how does not always refer to secret information. Sometimes it means a particular kind of technical knowledge that may not be confidential but that is needed to accomplish a task. Although know-how is a combination of secret and nonsecret information, we suggest that you treat it as a protectable trade secret. If you disclose know-how to employees or contractors, use a nondisclosure agreement. Glossary Cease and Desist â€” A letter from the owner of a trade secret or copyright, patent or trademark that requests that alleged illegal activity is stopped immediately. Clean Room â€” A method of developing proprietary material in which an isolated development team is monitored. Common Law â€” A system of legal rules derived from the precedents and principles established by court decisions. Copyright â€” The legal right to exclude others, for a limited time, from copying, selling, performing, displaying or making derivative versions of a work of authorship such as a writing, music or artwork. Database â€” Information of

any type organized in a manner to facilitate its retrieval. Declaratory Relief â€” An order from a court sorting out the rights and legal obligations of the parties in the midst of an actual controversy. Economic Espionage Act â€” A law making it a federal crime to steal a trade secret or to receive or possess trade secret information knowing that it is stolen. Evaluation Agreement â€” A contract in which one party promises to submit an idea and the other party promises to evaluate it. After the evaluation, the evaluator will either enter into an agreement to exploit the idea or promise not to use or disclose the idea. Fiduciary Relationship â€” When one person stands in a special relationship of trust, confidence or responsibility to another. Generally Known â€” Information is generally known if it has been published or publicly displayed or is commonly used within an industry. Improper Means â€” The illegal acquisition of trade secrets through theft, bribery, misrepresentation, breach or inducement of a breach of a duty to maintain secrecy or espionage through electronic or other means. Injunction â€” A court order requiring that a party halt a particular activity. A court can issue an injunction at the end of a trial a permanent injunction or immediately, rather than wait for a trial a preliminary injunction. Two factors are used when a court determines whether to grant a preliminary injunction: The plaintiff may seek a temporary restraining order, which lasts only a few days or weeks. A temporary restraining order may be granted without notice to the infringer if it appears that immediate damage will result-for example, that evidence will be destroyed. Jurisdiction â€” The authority of a court to hear a certain type of case. Know-How â€” A particular kind of technical knowledge that may not be confidential but that is needed to accomplish a task. License â€” A contract giving written permission to use an invention, creative work, trade secret or trademark, in return for payment. Misappropriation â€” The theft or illegal disclosure of trade secrets. Non-Competition Agreement â€” A contract in which a person or company agrees not to compete with the business of another company for a period of time. Option Agreement â€” An agreement in which one party pays the other for the opportunity to later exploit an innovation, idea or product. Patent â€” A grant from a government that confers upon an inventor the right to exclude others from making, using, selling, importing, or offering an invention for sale for a fixed period of time. Readily Ascertainable â€” Information readily ascertainable if it can be obtained legally within an industry, at a library or through publicly available reference sources.

**Chapter 7 : NDA Question Papers- Download Previous 5 Years NDA Solved Papers**

*In this article, We provide you NDA Previous year question papers with solution. We advise first solve all NDA Previous year question papers along with important topics from NDA calendrierdelascience.com is because if you start to solve them before preparing most of the questions you face will not be answered and then you see the answer and this will make you dependable on the solution.*

Beyond any doubt, NDA written exam is difficult. The ratio of final selection is very surprising, only 3 out of , or 1 out of every aspirants are selected. Ultimately only or so are selected. So, the ratio of final selection comes out to be 0. If you go through previous year papers, then you will see how crucial they are. As far as the dynamic content is concerned, previous year papers and sample papers will not be very helpful. As the syllabus of NDA written exam includes almost every subject and is sure to take months to complete. Unless you have genius abilities to remember each and everything you study, you will need a great deal of time to revise the earlier topics. By practicing previous year papers and sample papers, you can save a lot of time in revision section. Meanwhile, you will learn time management. While practicing the papers, you can analyse your answering speed and accuracy. For that to happen, you have to treat the practice papers as mock tests. To know the important questions, mark those which are repeatedly asked in previous year papers, then explore those questions and try to predict the various pattern in which a specific question can be asked. The following methods will help you practice better: Study in chunks Giving at least 6 to 8 hours a day to study is a non-negotiable condition if you are preparing for NDA. Long study hours can lead to loss of interest in studies, so timely break are necessary. Remember your school days, when everybody use to keep staring at the clock waiting for the recess. We all do need small breaks while doing mental work, they are necessary to help reset and refresh mind and to regain attention. Do stuff that you like during the breaks, like you can have your favourite snacks, or take a small walk, or listen to music etc. According to a research, those who develop the habit of waking up early are more successful in comparison to those who sleep and wake up late. And if you do, then spend the dawn time in learning the concepts. However, the daytime should be spent practicing to make preparation strong. This may sound like a very tough routine which indeed it is. But, when you are dreaming of something big, then sacrifices are necessary. Stay energetic While preparing for NDA one has to go through fire and water. While practicing the previous year papers and sample papers, the major challenge for the students is to stay active throughout the time while they are studying. The urge for distraction starts with a fragile feeling, and then one prefer to take a good sleep or a nice get-together with friends, and waste that day. In fact, the right way to deal with this padhne ka mann nhi ho raha wali feeling is to find creative ways to keep the mind active. Create a study environment as per your own choice which can help you in avoiding distractions. Control noise levels and study under good lightning. Structure your studies Make it absolutely sure to complete the syllabus at least once, before going to the revision portion. Make schedule for the whole syllabus, and try to stick with it. They are important but only when you have completed the syllabus. Structure your studies, this should be the initial step for achieving your goal. Plan ahead The difference between an average and an excellent candidate is the wholehearted dedication towards a single goal. Planning in advance at least for the next day is a sign of a genius and successful person. It will help you to keep balance between your daily activities and studies. Secondly, knowing what to do next, keeps the mind focused and work efficiently. So, make it a rule not to move on to next topic until the current one is not cleared. No one can advice you better than the aspirants who have already passed the exam. So, if you know someone, then ask him for help. Master the art of Observing The aspirants preparing for the NDA written exam must keep aside the syllabus copy while practicing previous question papers and sample papers. You need to observe that on what points questions have been asked repeatedly. Mark those questions for revision which are there in more than one paper. Final Advice Read NCERT books, become perfectionist in the standard textbooks, be very well versed with current affairs and then start solving previous year papers and sample papers. All the very best!

**Chapter 8 : Non-Disclosure Agreement Template | Create a Free NDA Form | Legal Templates**

*NDA 2 & NA 2 Sample papers for students who are going to appear in NDA & NA entrance exam later in September. Students will be provided with quality Sample papers who can surely help you out in clearing this NDA Entrance Exam with blushing colors and found their newborn way into the Defense (Army or Navy) of India.*

Unilateral “ This is a one way agreement where one party likes to reveal a part of important information to another party but wants the party to maintain secrecy of the information that is provided. Bilateral “ This is a two way or mutual agreement that abides both the parties to maintain confidentiality of the information that is shared between them. In business joint ventures the information related to design, concept or an invention are most likely to be shared between the both the parties. In such cases this type of agreement comes to existence. By making use of these word documents a concrete NDA can be prepared by making small changes. There is no limit to items and content that can be covered under NDA. For example the company can include all the information or data that needs to be protected by the receiving party can be included in NDA. The information relating to client, technology, methodology of the solutions, business processes or strategies, knowledge provided to perform activities and financial matters are some of the commonly used content in NDA. Samples that are available in word document will help for better understanding and using the NDA. You may also see Agreement Templates The key Importance of NDA By engaging an employee to sign NDA, it prevents him from disclosing any information related to the company activities or services to its competitors. The employee acknowledges the importance of the information and his duty to keep it confidential. Since NDA is a legal document, any legal proceedings against leak of information by the receiving party can be easily managed in the law of court. The business trade secrets are the most essential information that needs to be protected; by using NDA such a protection can be achieved. Templates of NDA are available in Microsoft word doc formats for download. Uses and Benefits NDA provides concrete binding between the two parties related to sharing of information, so that business can be managed in a smooth manner. A well written NDA brings out clarity of the confidential information on the paper, enabling particularly the receiving party to adhere to the agreement. By including provisions that deal with violation of agreement makes the receiving party to handle confidentiality with extreme care. During takeover or merger of business ventures, the NDA is one of the important Word Documents that are legalized, in order to protect business interests. Keep the NDA updated and if any new business deals needs to be covered, prepare a revised NDA and get it signed from the receiver. In the NDA do not divulge any extra information other than the receiving party needs to keep confidential. Avoid ambiguity in preparing the NDA and try to put words as much straightforward as possible. The above discussion on Non disclosure agreement brings out its features and importance. To say the least, without NDA no business activities take place. Some templates that are available in word format can be copied and pasted in word document. You may also like.

**Chapter 9 : 19+ Word Non Disclosure Agreement Templates Free Download | Free & Premium Templates**

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