

State of _____

WEBSITE DESIGN NON-DISCLOSURE AND CONFIDENTIALITY AGREEMENT

This Website Design Non-Disclosure and Confidentiality Agreement (this "Agreement") is entered into as of _____, 20____ (the "Effective Date") by and between:

Disclosing Party: _____, as a(n) (Check one) Individual
 Corporation Limited Liability Company Partnership Limited Partnership Limited Liability Partnership ("Disclosing Party") and

Receiving Party: _____, as a(n) (Check one) Individual
 Corporation Limited Liability Company Partnership Limited Partnership Limited Liability Partnership ("Receiving Party")

Disclosing Party and Receiving Party have indicated an interest in exploring a potential business relationship relating to website design projects, including but not limited to the design, development, coding, testing, and deployment of websites and digital platforms (the "Transaction").

In connection with its respective evaluation of the Transaction, each party, their respective affiliates and their respective directors, officers, employees, agents or advisors (collectively, "Representatives") may provide or gain access to certain confidential and proprietary information. A party disclosing its Confidential Information to the other party is hereafter referred to as a "Disclosing Party." A party receiving the Confidential Information of a Disclosing Party is hereafter referred to as a "Receiving Party." In consideration for being furnished Confidential Information, Disclosing Party and Receiving Party agree as follows:

1. Confidential Information.

All information shared by Disclosing Party. "Confidential Information" shall mean (i) all information relating to Disclosing Party's software development projects, including, but not limited to, site layouts, graphic designs, content management systems, website architectures, user interface designs, user experience strategies, visual elements, typography, color schemes, digital assets, design tools, documentation, operational procedures, proprietary concepts, inventions, project timelines, design processes, technical advice or knowledge, architectural designs, interface designs, user experience strategies, contractual agreements, pricing strategies, project estimates, website specifications, trade secrets, deployment methods, versioning information, testing methodologies, SEO strategies, and other intellectual property related to website design that may be at any time furnished, communicated, or delivered by Disclosing Party to Receiving Party, whether in oral, tangible, electronic, or other form; (ii) the terms of any agreement, including this Agreement, and the discussions, negotiations, and proposals related to any agreement; (iii) information acquired during any tours of Disclosing Party's facilities or virtual demonstrations of website products; and (iv) all other non-public information provided by Disclosing Party whatsoever. All Confidential Information shall remain the property of Disclosing Party.

Only information marked 'Confidential.' "Confidential Information," exchanged by the parties and entitled to protection hereunder, shall be identified or marked as such by an appropriate stamp or marking on each document exchanged designating the information as confidential or proprietary.

Specific information. The term "Confidential Information" as used in this Agreement shall mean any data or information that is competitively sensitive material and not generally known to the public,



including, but not limited to, information relating to any of the following, which Disclosing Party considers confidential: (Check all that apply)

- 'Design Processes' which includes all methodologies, practices, procedures, proprietary information, or data either in existence or contemplated related to the planning, design, development, testing, and deployment of websites by Disclosing Party.
 - 'Website Architecture' which includes designs, schematics, and documentation detailing the structure, components, and interfaces of website systems developed or being developed by Disclosing Party.
 - 'Design Assets and Documentation' which includes all design files, comments, explanations, development notes, and associated documentation for websites developed or being developed by Disclosing Party.
 - 'Design Frameworks and Libraries' which includes information about the use of specific design frameworks, libraries, tools, or platforms employed in the design of websites by Disclosing Party.
 - 'Security Practices' which includes methodologies, procedures, and practices related to ensuring the security and integrity of websites developed by Disclosing Party, including but not limited to, encryption techniques, access control mechanisms, and vulnerability assessments.
 - 'Project Management Information' which includes project timelines, milestones, resource allocations, team structures, and management practices employed in the execution of website design projects by Disclosing Party.
 - 'Intellectual Property' as it specifically relates to website design, including patents, copyrights on design elements, trademarks on website names or logos, and any applications for registration of these rights.
 - 'Content Management Systems (CMS) and User Interface (UI) Libraries' which includes information about proprietary or customized CMS and UI libraries developed by Disclosing Party for use in its websites or for use by third parties.
 - 'Beta Versions and Testing Data' which includes information on pre-release website versions, testing environments, test cases, bug reports, and user feedback collected during the testing phase.
 - 'Integration Methods' which includes information on how Disclosing Party's websites integrate with other software systems, platforms, or services, including third-party services.
 - Other:
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2. Exclusions from Confidential Information. The obligation of confidentiality with respect to Confidential Information will not apply to any information:

- a. If the information is or becomes publicly known and available other than as a result of prior unauthorized disclosure by the Receiving Party or any of its Representatives;
- b. If the information is or was received by the Receiving Party from a third party source which, to the best knowledge of the Receiving Party or its Representatives, is or was not under a confidentiality obligation to the Disclosing Party with regard to such information;
- c. If the information is disclosed by the Receiving Party with the Disclosing Party's prior written permission and approval;



- d. If the information is independently developed by the Receiving Party prior to disclosure by the Disclosing Party and without the use and benefit of any of the Disclosing Party's Confidential Information; or
- e. If the Receiving Party or any of its Representatives is legally compelled by applicable law, by any court, governmental agency or regulatory authority or by subpoena or discovery request in pending litigation but only if, to the extent lawful, the Receiving Party or its Representatives give prompt written notice of that fact to the Disclosing Party prior to disclosure so that the Disclosing Party may request a protective order or other remedy to prevent or limit such disclosure and in the absence of such protective order or other remedy, the Receiving Party or its Representatives may disclose only such portion of the Confidential Information which it is legally obligated to disclose.

3. Obligation to Maintain Confidentiality. With respect to Confidential Information:

- a. The Receiving Party and its Representatives agree to retain the Confidential Information of the Disclosing Party in strict confidence, to protect the security, integrity and confidentiality of such information and to not permit unauthorized access to or unauthorized use, disclosure, publication or dissemination of Confidential Information except in conformity with this Agreement;
- b. The Receiving Party and its Representatives shall adopt and/or maintain security processes and procedures to safeguard the confidentiality of all Confidential Information received by the Disclosing Party using a reasonable degree of care, but not less than that degree of care used in safeguarding its own similar information or material;
- c. Upon the termination of this Agreement, the Receiving Party will ensure that all documents, memoranda, notes and other writings or electronic records prepared by it that include or reflect any Confidential Information are returned or destroyed as directed by the Disclosing Party;
- d. If there is an unauthorized disclosure or loss of any of the Confidential Information by the Receiving Party or any of its Representatives, the Receiving Party will promptly, at its own expense, notify the Disclosing Party in writing and take all actions as may be necessary or reasonably requested by the Disclosing Party to minimize any damage to the Disclosing Party or a third party as a result of the disclosure or loss; and
- e. The obligation not to disclose Confidential Information [shall survive the termination of this Agreement, and at no time will the Receiving Party or any of its Representatives be permitted to disclose Confidential Information/remain in effect until _____ months/years from the date hereof or until the Confidential Information ceases to be a trade secret], except to the extent that such Confidential Information is excluded from the obligations of confidentiality under this Agreement pursuant to Paragraph 2 above.

4. Non-Disclosure of Transaction. Without the Disclosing Party's prior written consent, neither the Receiving Party nor its Representatives shall disclose to any other person, except to the extent, the provisions of Paragraph 2 apply: (a) the fact that Confidential Information has been made available to it or that it has inspected any portion of the Confidential Information; (b) the fact that the Disclosing Party and the Receiving Party are having discussions or negotiation concerning the Transaction; or (c) any of the terms, conditions or other facts with respect to the Transaction.

5. Representatives. Receiving Party will take reasonable steps to ensure that its Representatives adhere to the terms of this Agreement. Receiving Party will be responsible for any breach of this Agreement by any of its Representatives.

6. Disclaimer. There is no representation or warranty, express or implied, made by Disclosing Party as to the accuracy or completeness of any of its Confidential Information. Except for the matters set forth in this Agreement, neither party will be under any obligation with regard to the Transaction. Either party may, in its sole discretion: (a) reject any proposals made by the other party or its Representatives with respect to the Transaction; (b) terminate discussions and negotiations with the other party or its Representatives at any time and for any reason or for no reason; and (c) change the procedures relating to the consideration of the Transaction at any time without prior notice to the other party.



7. **Remedies.** Each party agrees that use or disclosure of any Confidential Information in a manner inconsistent with this Agreement will give rise to irreparable injury for which: (a) money damages may not be a sufficient remedy for any breach of this Agreement by such party; (b) the other party may be entitled to specific performance and injunction and other equitable relief with respect to any such breach; (c) such remedies will not be the exclusive remedies for any such breach, but will be in addition to all other remedies available at law or in equity; and (d) in the event of litigation relating to this Agreement, if a court of competent jurisdiction determines in a final non-appealable order that one party, or any of its Representatives, has breached this Agreement, such party will be liable for reasonable legal fees and expenses incurred by the other party in connection with such litigation, including, but not limited to, any appeals.

8. **Notices.** All notices given under this Agreement must be in writing. A notice is effective upon receipt and shall be sent via one of the following methods: delivery in person, overnight courier service, certified or registered mail, postage prepaid, return receipt requested, addressed to the party to be notified at the below address or by facsimile at the below facsimile number or in the case of either party, to such other party, address or facsimile number as such party may designate upon reasonable notice to the other party.

Disclosing Party

Name: _____
Representative name: _____ Title: _____
Address: _____
Phone number: _____
Fax number: _____

Receiving Party

Name: _____
Representative name: _____ Title: _____
Address: _____
Phone number: _____
Fax number: _____

9. **Termination.** This Agreement will terminate on the earlier of:

- (a) the written agreement of the parties to terminate this Agreement;
- (b) the completion of the Transaction or
- (c) _____ (Check one) months years from the date hereof.

10. **Amendment.** This Agreement may be amended or modified only by a written agreement signed by both of the parties.

11. **Jurisdiction.** This Agreement will be governed by and construed in accordance with the laws of the State of _____, without regard to the principles of conflict of laws. Each party consents to the exclusive jurisdiction of the courts located in the State of _____ for any legal action, suit or proceeding arising out of or in connection with this Agreement. Each party further waives any objection to the laying of venue for any such suit, action or proceeding in such courts.

12. **Miscellaneous.** This Agreement will inure to the benefit of and be binding on the respective successors and permitted assigns of the parties. Neither party may assign its rights or delegate its duties under this Agreement without the other party's prior written consent. In the event that any provision of this Agreement is held to be invalid, illegal or unenforceable in whole or in part, the remaining provisions shall not be affected and shall continue to be valid, legal and enforceable as though the invalid, illegal or unenforceable parts had not been included in this Agreement. Neither party will be charged with any



waiver of any provision of this Agreement, unless such waiver is evidenced by a writing signed by the party and any such waiver will be limited to the terms of such writing.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

Disclosing Party:

Disclosing Party Signature

Disclosing Party Full Name

Disclosing Party Representative
Signature

Disclosing Party Representative
Full Name and Title

Receiving Party:

Receiving Party Signature

Receiving Party Full Name

Receiving Party Representative
Signature

Receiving Party Representative
Full Name and Title

