

Standard Visitor Non-Disclosure Agreement

Please read this Visitor Non-Disclosure Agreement ("Agreement") carefully before entering the premises. This Agreement is entered into to prevent the unauthorized disclosure of Confidential Information, as defined below.

1. Visitor and Visit Information

Visitor Full Name:

Visitor Representing (Company/Organization):

Host Name (Person Being Visited):

Date of Visit:

2. Definition of Confidential Information

For purposes of this Agreement, "Confidential Information" shall include all information or material that has or could have commercial value or other utility in the business in which Disclosing Party is engaged. If Information is in written form, the Disclosing Party shall label or stamp the materials with the word "Confidential" or some similar warning. If Information is transmitted orally, the Disclosing Party shall promptly provide a writing identifying such oral communication as Confidential Information. Confidential Information also includes any proprietary information observed during tours of the facility, demonstrations, or informal discussions on the premises.

3. Obligations of Visitor

Visitor agrees to hold and maintain the Confidential Information in strictest confidence for the sole and exclusive benefit of the Disclosing Party. Visitor shall carefully restrict access to Confidential Information to third parties. Visitor shall not, without prior written approval of Disclosing Party, use for Visitor's own benefit, publish, copy, or otherwise disclose to others, or permit the use by others for their benefit or to the detriment of Disclosing Party, any Confidential Information.

4. Photography, Recording, and Device Usage

Visitor agrees that photography, video recording, and audio recording are strictly prohibited on the premises without express written permission from the Host. All mobile devices, laptops, and recording equipment must remain secured and are not to be used to capture images or data within the facility.

5. Term and Return of Materials

The non-disclosure provisions of this Agreement shall survive the termination of this Agreement and Visitor's duty to hold Confidential Information in confidence shall remain in effect until the Confidential Information no longer qualifies as a trade secret or until Disclosing Party releases Visitor from such obligation in writing. Upon request, Visitor shall return all records, notes, and other written, printed, or tangible materials in its possession pertaining to Confidential Information.

6. Acknowledgment and Signature

By signing below, the Visitor acknowledges that they have read, understood, and agree to be bound by the terms and conditions of this Agreement.

Visitor Signature:

(Please sign name physically after printing)

Date Signed:

Host/Authorized Representative Signature:

(Please sign name physically after printing)

Date Signed:

MM/DD/YYYY