

## **Confidentiality Agreement**

This Confidentiality Agreement (the "Agreement") is made and entered into as of [Date], by and between PostScript Legal, a Minnesota-based process serving company ("Disclosing Party"), and the undersigned individual or entity ("Receiving Party").

### **1. Definition of Confidential Information**

For the purposes of this Agreement, 'Confidential Information' shall include any data, records, documents, case files, business practices, client information, or other proprietary information disclosed by the Disclosing Party to the Receiving Party, either directly or indirectly, in writing, orally, or by inspection of tangible objects.

### **2. Obligation of Confidentiality**

The Receiving Party agrees to maintain the confidentiality of all Confidential Information and to not disclose such information to any third party without the prior written consent of the Disclosing Party. The Receiving Party shall take all reasonable precautions to prevent unauthorized disclosure or use of Confidential Information.

### **3. Use of Confidential Information**

The Receiving Party agrees to use the Confidential Information solely for the purpose of performing authorized duties on behalf of PostScript Legal. Any other use is strictly prohibited without prior written approval.

### **4. Return or Destruction of Materials**

Upon termination of engagement or upon the request of the Disclosing Party, the Receiving Party shall return or destroy all documents, records, or materials containing Confidential Information.

### **5. No License**

Nothing in this Agreement grants the Receiving Party any rights in or to the Confidential Information except as expressly set forth herein.

### **6. Term**

This Agreement shall remain in effect during the course of engagement and for a period of two (2) years after termination of any relationship between the parties.

### **7. Breach and Remedies**

The Receiving Party understands that unauthorized disclosure or use of the Confidential Information may cause irreparable harm to the Disclosing Party, entitling the Disclosing Party to seek injunctive relief and any other remedy available at law or in equity.

## **8. Governing Law**

This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

## **9. Acknowledgment and Signature**

By signing below, the Receiving Party agrees to the terms of this Confidentiality Agreement.

Receiving Party Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

PostScript Legal Representative: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_