



55 High Street, Cockenzie
East Lothian
EH32 0DG
Tel: 01875-812648

TABLE SPACE RENTAL CONFIDENTIALITY AGREEMENT

THIS AGREEMENT is dated:day of....., 201

And is made between: Alastair Ritchie of

Splash Dog Grooming whose place of business is at 55 High Street, Cockenzie East Lothian
EH32 0DG ('the Company'); and

Your name, address, business name, contact phone and email address:

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Business Name:.....

Phone:.....*email:*.....

It is hereby agreed as follows:

Definitions

1. In this Agreement, unless the context otherwise requires, 'Confidential Information' means all information in respect of the business of the Company, including, but not limited to, any ideas, business methods, processes, prices, finance, accounting details, marketing, research, development, manpower plans, processes, market opportunities, intentions, design rights, product information, customer lists or details, trade secrets, computer systems and software, know-how or listings imparted by the Company, and other matters connected with the products or services manufactured, marketed, provided or obtained by the Company, and information concerning the Company's relationships with actual or potential clients or customers and the needs and requirements of such clients' or customers' operations.

Obligation of confidentiality

2. The Table Renter agrees to treat as confidential all information supplied by or on behalf of the Company in connection with the Company's business and all other confidential aspects of the business as defined in 'Confidential Information' above.



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Exclusions

- This obligation of confidentiality does not apply to any information already in the public domain.

Duties of Table Renter

3. The Table Renter shall not, without the prior written consent of the Company, permit any of the Confidential Information:
 - to be disclosed, or
 - to be copied or reproduced; or
 - to be commercially exploited in any way; or
 - to pass outside the control of the Table Renter.
5. The Table Renter will keep a record of Confidential Information received and of the people holding that information and will make that available to the Company on request.
6. The Table Renter will return to the Company all documents containing Confidential Information and all copies of those documents on demand which are in their possession or under their control, and for this purpose the term 'documents' includes computer discs and all other materials capable of storing data and information.

SIGNED:

.....
Partner
For and on behalf of the Company

SIGNED:

.....
(Name of Table Renter)

Once you have completed this form, either post it to us at the address above or scan/email it to:

StudioGroomer@SplashDogGrooming.co.uk

Be sure to have read the Table Renter information sheet first.