BUSINESS ADVISORY LAUNCH PROGRAMME · PAPER YOUR CONFIDENTIALITY WITH A MUTUAL NDA

Mutual NDA and confidentiality clause

The parts a two-directional NDA needs. A template to adapt, not legal advice.

01 Make it mutual

A one-directional NDA that only binds you leaves your own methods and pricing exposed.

- [ ] Confidentiality runs both ways: their data and your methods, tools and pricing.
- [ ] Name the parties and the purpose the information may be used for.

02 Define the scope

- [ ] What counts as confidential information.
- [ ] The exclusions: already public, independently known, or legally required.
- [ ] How long it lasts: a two to three year tail after the engagement is common.

03 Use it well

A template to adapt. Have a solicitor review it once before you rely on it.

- [ ] Get it signed before a prospect shares anything sensitive.
- [ ] Agree a permission line for anonymised case-study use.

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