

Confidentiality Agreement (Potential Purchaser of a Business)

LONG FORM

- IDENTIFICATION OF THE PARTIES
- PREAMBLE
- OBJECT
 - Disclosure of Confidential Information
 - List of Confidential Information Elements
 - Subsequent Disclosure of Additional Information
 - Definitions
- CONSIDERATION
 - Obligation of Confidentiality
 - Duration of the Obligation of Confidentiality
 - Surrender of the Confidential Information Elements
- SPECIFIC DISPOSITIONS
 - Representatives of the Parties
 - Electronic Communications
 - Ownership of the Confidential Information
 - Intellectual Property Relating to the Confidential Information
 - No Licence Relating to the Confidential Information
 - Persons Having Access to the Confidential Information
 - Confidentiality Required from the Potential Purchaser's Representatives
 - Purposes of Access to the Confidential Information
 - Use of the Confidential Information
 - No Liability for Unauthorized Use
 - Accuracy of the Confidential Information
 - Conduct of the Disclosure Process
 - Location of the Disclosure Process
 - Persons Who May be



Questioned by the Potential Purchaser

- Cooperation by the Business
- Beginning of the Disclosure Process
- Duration of the Disclosure Process
- End of the Disclosure Process
- Renunciation of the Disclosure Process
- Obligations of the Potential Purchaser
- Obligations of the Business
- Representations and Warranties of the Potential Purchaser
- Representations and Warranties of the Business
- Early Surrender of the Confidential Information Elements
- Release From the Obligation of Confidentiality
- Legal or Judicial Obligation to Disclose the Confidential Information
- Covenant Not to Compete
- Undertaking Not to Solicit Clients
- Undertaking Not to Solicit Personnel
- o Injunction
- o Damages
- Extension of Duration of a Breached Undertaking
- Separate Undertakings
- Reasonableness of the Undertakings
- Judicial Reduction of the Undertakings
- Discretionary Reduction of the Undertakings
- Relationship Between the Parties
- Other Agreements Between the Parties
- o No Defence
- Reasonable Legal Expenses
- Professional Expenses Relating to the Disclosure Process
- Professional Fees Relating to this Agreement
- GENERAL PROVISIONS
 - o "Force Majeure"
 - Severability



- o Notices
- o Headings
- Schedules
- $\circ \quad \text{No Waiver}$
- o Cumulative Rights
- Entire Agreement
- Amendments
- o Number and Gender
- o No Right to Transfer
- Calculating Time Periods
- o Currency
- Governing Law
- Election of Domicile
- Counterparts
- o Successors
- Joint and Several Liability
- $\circ \quad \text{Elapsed Time} \\$
- o Language
- EFFECTIVE DATE
- TERM OF THE AGREEMENT
- TERMINATION
- ACKNOWLEDGEMENT BY THE PARTIES
- SIGNATURES OF THE PARTIES
- INTERVENTION
- SCHEDULE: LIST OF CONFIDENTIAL INFORMATION ELEMENTS
- SCHEDULE: POTENTIAL
 PURCHASER'S REPRESENTATIVES
- SCHEDULE:PERSONS WHO MAY BE QUESTIONED BY THE POTENTIAL PURCHASER

SHORT FORM

- IDENTIFICATION OF THE PARTIES
- OBJECT
 - Disclosure of Confidential Information
 - List of Confidential Information Elements
 - Subsequent Disclosure of Additional Information
- CONSIDERATION
 - Obligation of Confidentiality
 - Duration of the Obligation of Confidentiality
 - Surrender of the Confidential



Information Elements

- SPECIFIC PROVISIONS
 - Covenants Not to Compete, Not to Solicit Clients, Not to Solicit Personnel
 - o Injunction
 - Damages
 - Reasonableness of the Undertakings
 - Judicial Reduction of the Undertakings
- EFFECTIVE DATE, TERM AND TERMINATION OF THE AGREEMENT
- SIGNATURE OF THE PARTIES