



**Mothers bookworx, Inc.**  
284 51<sup>st</sup> Street  
Grand Junction, MI 49056  
269.286-1253  
[info@mothersbookworx.com](mailto:info@mothersbookworx.com)

## Mutual Non-Disclosure Agreement

This Mutual Non-Disclosure Agreement ("Agreement") is entered into between **Mothers bookworx, Inc.**, a Michigan S-Corporation, and the individual or organization identified below ("Client"). The purpose of this Agreement is to allow both parties to speak freely during an initial consultation while protecting confidential information shared by either party.

### 1. Purpose

Before either party decides whether to enter into a business relationship, both may disclose certain confidential or proprietary information. This Agreement ensures those disclosures remain protected.

### 2. Definition of Confidential Information

"Confidential Information" includes any non-public information shared in writing, electronically, orally, or by demonstration, including but not limited to:

- Business operations, financial information, and internal processes
- Systems, workflows, and methods
- Client lists, vendor lists, or sensitive organizational data
- Project details, goals, or needs
- Any information designated as confidential at the time of disclosure

Information is **not** considered confidential if it:

1. Is or becomes publicly available without breach of this Agreement;
2. Was already lawfully known to the receiving party;
3. Is independently developed without reference to the disclosing party's information;
4. Is required by law or court order to be disclosed (after providing notice when legally permitted).

### 3. Obligations of Both Parties

Each party agrees to:

- Use the other party's Confidential Information solely for evaluating a potential business relationship.
- Not disclose Confidential Information to third parties without written permission.
- Take reasonable measures to protect the confidentiality of the information.

### 4. No Obligation to Proceed

This Agreement does **not** obligate either party to proceed with any engagement, project, or contract. It simply protects information shared while evaluating the possibilities.

### 5. Term

Confidentiality obligations remain in effect for **two (2) years** from the date of signature, even if no business relationship follows.

### 6. Ownership

All Confidential Information remains the property of the party who disclosed it. No licenses or rights are granted under this Agreement.

### 7. Remedies

Both parties acknowledge that improper disclosure may cause irreparable harm. The injured party is entitled to seek appropriate legal and equitable remedies.

## 8. Signatures

By signing below, both parties acknowledge they have read and understand this Agreement and agree to its terms.

### CLIENT

**Organization:**

**Name:**

**Email:**

**Signature:**

**Date:**

### Mothers bookworx, Inc.

**Name:** Angel Jacobsen, owner

**Email:** info@mothersbookworx.com

**Signature:** 

**Date:**

### INSTRUCTIONS:

- Complete all required CLIENT form fields on *page 2*.
- Save the completed form to your computer.
- Email this saved document to [info@mothersbookworx.com](mailto:info@mothersbookworx.com).