



Helix business incubator

member of Intercollege group

Agreement for exchange of confidential information

Our mutual objective under this agreement is to provide protection for confidential information while maintaining our ability to conduct our respective business activities. Each of us agrees that the following terms apply when one of us discloses information to the other.

1. Disclosure

Information will be disclosed either:

- i. in writing
- ii. by delivery of items
- iii. by invitation of access to information, such as may be in a database, or
- iv. by oral or visual presentation

Information should be marked with a restrictive legend of the discloser. If information is not marked with such legend or is disclosed orally, the information will be identified as confidential at the time of disclosure.

2. Obligations

The recipient agrees to:

- i. use the same care and discretion to avoid disclosure, publication or dissemination of the discloser's information as it uses with its own similar information that it does not wish to disclose, publish or disseminate; and
- ii. use the discloser's information for the purpose for which it was disclosed or otherwise for the benefit of the discloser.

The recipient may disclose information to:

- iii. its employees who have a need to know, and employees of any legal entity that it controls, controls it, or with which it is under common control, who have a need to know. Control means to own or control, directly or indirectly, over 50% of voting shares
- iv. any other party with the discloser's prior written consent

Before disclosure to any of the above parties, the recipient will have a written agreement with the party sufficient to require that party to treat information in accordance with this agreement.

The recipient may disclose information to the extent required by law. However, the recipient will give the discloser prompt notice to allow the discloser a reasonable opportunity to obtain a protective order.

3. Confidentiality period

Information disclosed under this agreement will be subject to this agreement for two years following the initial date of disclosure.

4. Exceptions to obligations

The recipient may disclose, publish, disseminate, and use information that is:

- i. already in its possession without obligation of confidentiality
- ii. developed independently
- iii. obtained from a source other than the discloser without obligation of confidentiality
- iv. publicly available when received, or subsequently becomes publicly available through no fault of the recipient; or
- v. disclosed by the discloser to another without obligation of confidentiality

The recipient may disclose, publish, disseminate, and use the ideas, concepts, know-how and techniques, related to the recipient's business activities, which are in the discloser's information and retained in the memories of recipient's employees who have had access to the information under this agreement. Nothing in this paragraph gives the recipient the right to disclose, publish, or disseminate:

- vi. the source of information
- vii. any financial, statistical or personnel data of the discloser; or
- viii. the business plans of the discloser

5. Disclaimers

The discloser will not be liable for any damages arising out of the use of information disclosed under this agreement.

Neither this agreement nor any disclosure of information made under it, grants the recipient any right or license under any trademark, copyright or patent now or subsequently owned or controlled by the discloser.

6. General

This agreement does not require either of us to disclose or to receive information.

Neither of us may assign, or otherwise transfer, its rights or delegate its duties or obligations under this agreement without prior written consent. Any attempt to do so is void.

The recipient of information under this agreement will not in any way limit the recipient from:

- i. providing to others products or services which may be competitive with products or services of the discloser
- ii. providing products or services to other who compete with the discloser; or
- iii. assigning its employees in any way it may choose

The recipient will comply with all applicable export and import laws and regulations

Only a written agreement signed by both of us can modify this agreement.

Either of us may terminate this agreement by providing one month's written notice to the other. Any terms of this agreement which by their nature extend beyond its termination remain in effect until fulfilled, and apply to respective successors and assignees.

Both of us consent to the application of the laws of the Republic of Cyprus to govern, interpret, and enforce all of your and our rights, duties, and obligations arising from, or relating in any manner to, the subject matter of this agreement, without regard to conflict of law principles.

This agreement is the complete and exclusive agreement regarding our disclosures of information, and replaces any prior oral or written communications between us regarding these disclosures. By signing below for our respective enterprises, each of us agrees to the terms of this agreement. Once signed, any reproduction of this agreement made by reliable means (for example, photocopy or facsimile) is considered an original.

Agreed to:

**Agreed to:
Helix Business Incubator**

By: _____
Authorized signature

By: _____
Authorized signature

Name:
Date:
Address:

Name:
Date:
46 Makedonitissas Avenue
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1703 Nicosia
Cyprus