



Nondisclosure And Data Protection Agreement For Contractors

During the course of your work/time at Switch Delivery Services Ltd, you will be invited to visit our and our clients' premises, where you may receive information relating to us or our clients that is not known to the general public and is confidential and important to us. We call this our "Confidential Information".

Our Confidential Information includes, among other things:

- The way that we and our client work
- The layout of our clients' premises
- The technology that we and our client use including computers and machinery
- The goods that we/our client stock and the way that they are stored
- The people we/our client work and interact with
- The people and companies who deliver to us/our client and collect from us/our client
- Any details about our/our clients' customers, including their names, addresses and what they buy Anything to do with finance
- Anything to do with advertising or marketing plans
- Anything that you hear

Our Confidential Information is very important to our/our clients' business. It is vital to us/our client that it does not become known to other companies. We will take all legal steps necessary to protect our Confidential Information.

You must agree to the following commitments:

- You will not disclose our/our clients Confidential Information to anyone or any company
- You will use our/our clients Confidential Information only to make up your mind about working with us
- You will notify us immediately if you discover that our/our clients Confidential Information has been disclosed, however it happens
- All our/our clients Confidential Information will remain our property
- You will not trade stocks or shares based on our/our clients Confidential Information
- You will return any materials containing our/our clients Confidential Information to us if we ask you to
- You also agree that you will not disclose information to us that is confidential to you or anyone else

This is a legal agreement

If a provision of this agreement is held invalid under any applicable law, such invalidity will not affect any other provision of this agreement that can be given effect without the invalid provision. Further, all terms and conditions of this agreement will be deemed enforceable to the fullest extent permissible under applicable law, and, when necessary, the court is requested to reform any and all terms or conditions to give them such effect.

We and our clients are relying upon your promise to comply strictly with this agreement. Any violation of this agreement may cause substantial and irreparable harm to us or our clients. Accordingly, without limiting any other available remedies, this

agreement is specifically enforceable by us and our clients. Any failure by us or our clients to enforce your strict performance of any provision of this agreement will not constitute a waiver of any right to subsequently enforce such provision or any other provision of this agreement.

I understand and agree to abide by the promises I make in this agreement to protect Switch Delivery Services Ltd and its clients' Confidential Information. I agree that my promises also apply for the benefit of Switch Delivery Services Ltd and its clients' client companies.

Signature:

Date:

Name:

