

Date: [Insert Date]

To: [Candidate Name]

Address: [Candidate Address]

Email: [Candidate Email]

Subject: Verification of Non-Disclosure Agreement (NDA) Compliance

Dear [Candidate Name],

In connection with your application for the position of [Job Title] at [Company Name], we are conducting a formal verification of your professional obligations regarding confidentiality and non-disclosure agreements with your previous employers.

As a Talent Acquisition Partner, it is our priority to ensure that all hiring processes respect the intellectual property and contractual obligations of third parties. Please review and confirm the following:

- You are not currently under any restrictive covenants (non-compete or non-solicitation) that would prevent you from performing the duties of the role for which you are applying.
- You will not disclose, use, or bring any confidential information, trade secrets, or proprietary materials belonging to any former employer during our interview process or subsequent employment.
- You have returned all company property and digital assets to your previous employers as required by your prior agreements.

Please sign below to acknowledge that you understand these requirements and that your candidacy with [Company Name] will proceed in full compliance with your existing legal obligations.

Acknowledgment:

I, [Candidate Name], hereby certify that my employment with [Company Name] will not violate any prior agreements and that I will maintain full compliance with all valid Non-Disclosure Agreements.

Signature: _____

Date: _____

Sincerely,

[Your Name]

Talent Acquisition Partner

[Company Name]