



**CONFIDENTIALITY AGREEMENT**

I understand that in the course of my employment with Building Technology Staffing (BTS) (the company); I will become acquainted with TRADE SECRET information of a confidential and proprietary nature. The TRADE SECRET information follows:

- Names of BTS Clients
- Contact Names of BTS clients.
- The phone number(s) of BTS Clients and Contacts within Clients.
- The BTS hiring process
- The BTS Training process

**I understand that the items listed above are TRADE SECRETS of Building Technology Staffing and that all of the above are vital to the financial success of Building Technology Staffing** Therefore, I agree that I will not disclose any of the above mentioned TRADE SECRETS, directly or indirectly to any of BTS competitors, staffing companies or anyone outside of the BTS organization.

**If at any time I disclose any of Building Technology Staffing's TRADE SECRETS, I understand that I may be vulnerable to a lawsuit from BTS.**

Signing below signifies that you agree to the terms and conditions of the agreement stated above.

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
BTS Employee Signature

\_\_\_\_\_  
Date