



Non-Disclosure Agreement

I am _____ [print name], the _____ [print title] of _____ [print entity name; the “**Company**”], a potential respondent to the Request for Proposals for “Comprehensive Facilities Conditions Assessment and Long Term Capital Asset Plan” for the Jacob K. Javits Convention Center (“**Javits**”) issued by the New York Convention Center Development Corporation (“**CCDC**”) on September 16, 2019 (the “**RFP**”). I acknowledge that, upon my execution of this Non-Disclosure Agreement, I will be given electronic access to certain confidential information concerning Javits operations (the “**Confidential Information**”) that may be of assistance in preparing a response to the RFP. I agree that the Company and I will not disclose the Confidential Information to any third party and will use the Confidential Information for no purpose other than as an aid in responding to the RFP.

The Company and I will maintain security and control over all documents and devices that come into our custody containing Confidential Information, and the Company and I will take appropriate efforts to ensure that the Confidential Information is not accessible to others. Neither the Company or I will make any copies of the Confidential Information without written CCDC consent. I and the Company will delete access to the Confidential Information, and remove all such Confidential Information from our computers and other storage devices, when our work with the Confidential Information is done.

The Company and I acknowledge that this Non-Disclosure Agreement: (a) is not a CCDC commitment to enter into contract with the Company; and (b) shall be governed by the laws of the State of New York.

Signature: _____

Representing: _____

Date: _____, 2019