



OPERATIONAL AGREEMENT TEMPLATE

# NON-DISCLOSURE AGREEMENT

VERSION 1.1 / AUGUST 2026

## REVIEW-REQUIRED TEMPLATE

A plain-language confidentiality framework for sensitive organizational work, member information, credentials, plans, and partner activity.

## TEMPLATE - NOT READY TO SIGN

Leadership must define the confidential subject, term, governing law, permitted access, and any jurisdiction-specific requirements. Obtain legal review before use. This draft does not become an agreement until completed and signed.

## PARTIES AND SCOPE

### DISCLOSING PARTY

ADHDEsports / legal entity name to be confirmed

### RECEIVING PARTY

### ROLE / PROJECT

### EFFECTIVE DATE

### CONFIDENTIALITY TERM

### GOVERNING LAW

Commonwealth of Pennsylvania, subject to legal review

## 1. CONFIDENTIAL INFORMATION

Confidential Information means nonpublic information disclosed for the approved role or project, including unreleased rosters, strategies, credentials, private member information, safeguarding records, finances, partner terms, product plans, internal documents, and business or technical information that a reasonable person would understand to be confidential.

## 2. PERMITTED USE

The Receiving Party may use Confidential Information only for authorized ADHDEsports work, may access only what is reasonably necessary, and must follow account-security, privacy, records, safeguarding, and platform requirements communicated for the role.

### 3. PROTECTION DUTIES

- Do not disclose, copy, post, stream, record, or distribute Confidential Information except as authorized in writing.
- Use unique passwords, multi-factor authentication, approved storage, and reasonable device security.
- Do not place passwords, identity records, safeguarding files, or financial documents in ordinary Discord channels.
- Report suspected loss, breach, mistaken disclosure, or unauthorized access immediately.
- Do not use confidential access for personal gain, retaliation, harassment, or competitive advantage.

### 4. EXCLUSIONS

The duties do not apply to information the Receiving Party can document was already lawfully known, becomes public without breach, is independently developed without use of Confidential Information, is received lawfully from another source without a duty of confidence, or is released in writing by the Disclosing Party.

### 5. REQUIRED DISCLOSURE AND PROTECTED REPORTING

A lawful subpoena, court order, regulator, law-enforcement request, emergency report, protected whistleblowing activity, or good-faith safety or safeguarding report is not prohibited. When lawful and safe, the Receiving Party should notify ADHDEsports before disclosure and disclose only what is required. Nothing in this template should be interpreted to prevent reporting suspected unlawful conduct or danger to authorities.

### 6. RETURN, DELETION, AND CONTINUING DUTIES

When access ends or ADHDEsports requests it, the Receiving Party must return organization property, revoke shared access, and delete authorized copies unless retention is required by law or approved in writing. Confidentiality duties continue for the completed term; trade secrets and highly sensitive credentials remain protected as long as applicable law permits.

### 7. NO EMPLOYMENT OR OWNERSHIP TRANSFER

This template does not create employment, compensation, partnership, agency, intellectual-property ownership, or authority to bind ADHDEsports. Any such terms require a separate written agreement.

### 8. ENTIRE COMPLETED AGREEMENT

The signed version, including any project-specific schedule, contains the parties' confidentiality understanding. Changes must be written and approved by authorized representatives.

|                                        |       |             |       |
|----------------------------------------|-------|-------------|-------|
| <b>RECEIVING PARTY</b>                 | _____ | <b>DATE</b> | _____ |
| <b>ADHDESORTS REPRESENTATIVE</b>       | _____ | <b>DATE</b> | _____ |
| <b>PARENT / GUARDIAN IF APPLICABLE</b> | _____ | <b>DATE</b> | _____ |

#### SOURCE & REVIEW NOTE

Content-preserving ADHDEsports adaptation of a QGX Collective reference supplied by ownership. Original operational content is retained and customized; QGX licensing pages are omitted. Review when requirements or operations change.