

MAYMONT®

Confidentiality and Non-Disclosure Agreement

For

REQUEST FOR PROPOSALS

Architectural and Engineering Design Services

The Maymont Foundation

1000 Westover Road, Richmond, VA 23220

Renovations, Additions, and Improvements to the Maymont Mansion and Animal Habitats

EDA Project No.: 01-79-15237

CONFIDENTIALITY AND NON-DISCLOSURE NOTICE: Maymont shall make available to any firm intending to submit a proposal for the above-referenced project a series of investigative documents and reports which are intended to provide the offeror with information generally describing existing conditions not otherwise readily observable at the Maymont Mansion and animal habitats.

The documents were not generated for the purpose of providing technical information to offerors submitting a proposal, and therefore shall be utilized by the offeror only as supplemental information.

These documents contain information that Maymont considers to be private and confidential, and the offeror agrees that access to and review of said documents will be strictly limited to the offering firm and its consultants for the purpose of providing general information about the Mansion. Further, the offeror and its consultants acknowledge that conditions at the Mansion may have changed in the time since the documents were generated, and therefore Maymont provides no warranty as to the accuracy of the information contained within the documents.

The offeror agrees that these documents shall not be distributed, in whole or in part, except as stated above. Furthermore, the offeror agrees that the documents shall not be altered or edited for any reason.

Firm Name

Printed name of authorized representative

Date

Signature of authorized representative

Return signed document at Maymont.org/rfp