

ONE ON ONE FORM

Participant 1: _____ Participant 2: _____

Participant 1 Information:

Full Name: _____

Government ID / Driver License No.: _____

Address: _____

Phone Number: _____

Email Address: _____

Participant 2 Information:

Full Name: _____

Government ID / Driver License No.: _____

Address: _____

Phone Number: _____

Email Address: _____

Meeting Details:

Location: _____

Start Time: _____

End Time: _____

Purpose of Meeting: _____

1. Confidentiality

Both Participants agree that all information exchanged during this one-on-one meeting is confidential and shall not be disclosed to any third party without prior written consent of the other Participant, unless required by law.

2. Conduct

Participants agree to conduct themselves in a professional and respectful manner during the meeting and to avoid any form of harassment, discrimination, or inappropriate behavior.

3. Non-Disclosure

Any proprietary or sensitive information shared during the meeting shall not be used for any purpose other than the business discussed and shall remain the property of the disclosing party.

4. No Employment Relationship

This meeting does not create an employment relationship between the Participants unless expressly agreed upon in a separate written agreement.

5. Recording

No audio, video, or other recordings of the meeting shall be made without the prior written consent of both Participants.

6. Cancellation and Rescheduling

Either Participant may cancel or reschedule the meeting by providing reasonable notice to the other Participant.

7. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the United States and the applicable state law where the meeting occurs.

8. Indemnification

Each Participant agrees to indemnify and hold harmless the other from any claims, damages, or liabilities arising from their own actions during the meeting.

9. Entire Agreement

This Agreement constitutes the entire understanding between the Participants regarding the one-on-one meeting and supersedes all prior discussions or agreements.

10. Amendments

Any amendments to this Agreement must be in writing and signed by both Participants.

11. Severability

If any provision of this Agreement is held to be invalid or unenforceable, the remainder of the Agreement shall remain in full force and effect.

12. Acknowledgment

Both Participants acknowledge that they have read, understood, and agree to the terms set forth in this Agreement.

PARTICIPANT 1 SIGNATURE

PARTICIPANT 2 SIGNATURE

Signature: _____

Signature: _____

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