
Ricoh Company, Ltd.
Ricoh Futures Business Unit,
Additive Manufacturing Business Center
Attention: Takafumi Sasaki

VISITOR NON-DISCLOSURE AGREEMENT

1. I may be given access to confidential information belonging to Ricoh Company, Ltd. ("RICOH") through my relationship with RICOH or as a result of my access to RICOH's Additive Manufacturing Customer Experience Center ("AM-CEC").
2. I understand and acknowledge that RICOH's trade secrets consist of information and materials that are valuable and not generally known by RICOH's competitors, including:
 - (a) Any and all information concerning RICOH's current, future or proposed products, including, but not limited to, computer code, drawings, specifications, notebook entries, technical notes and graphs, computer printouts, technical memoranda and correspondence, product development agreements and related agreements.
 - (b) Information and materials relating to RICOH's purchasing, accounting, and marketing; including, but not limited to, marketing plans, sales data, unpublished promotional material, cost and pricing information and customer lists.
 - (c) Information of the type described above which RICOH obtained from another party and which RICOH treats as confidential, whether or not owned or developed by RICOH.
3. In consideration of being admitted to AM-CEC, I shall hold in the strictest confidence any trade secrets or confidential information that is disclosed to me. I shall not remove any document, equipment or other materials from AM-CEC without RICOH's written permission. I shall not photograph or otherwise record any information to which I may have access during my visit.

Company Name: _____

Visitor Signature: _____

Date: _____