

# PEN PAL LETTER AGREEMENT

Sender's Location:

Recipient's Location:

## Sender Information:

Full Name:

Address:

Phone / Email:

## Recipient Information:

Full Name:

Address:

Phone / Email:

## Letter Details:

Subject:

Dear Friend, I am writing to you as a pen pal to share thoughts, stories, and friendship across the miles. This letter marks the beginning of a meaningful exchange of cultures, experiences, and ideas. I look forward to learning about your life and sharing mine with you. Please feel free to write back at your convenience. May this correspondence bring joy and understanding to us both. Sincerely, Your Pen Pal

## Clause 1 – Purpose of Agreement

This Agreement establishes the terms and conditions governing the exchange of personal letters between the Sender and the Recipient, setting expectations for respectful and lawful correspondence.

## Clause 2 – Privacy and Confidentiality

Both parties agree to keep all personal information and contents of the letters confidential and use them solely for the purposes of this pen pal correspondence. No personal data shall be shared with third parties without explicit consent.

## Clause 3 – Content Restrictions

All correspondence shall be free from defamatory, obscene, illegal, or offensive content. Neither party shall send material that violates Canadian laws or promotes hatred, discrimination, or violence.

## Clause 4 – Term and Termination

This Agreement shall remain in effect until either party provides written notice to terminate the correspondence. Upon termination, both parties agree to cease sending letters.

## Clause 5 – Liability

Each party agrees to indemnify and hold harmless the other from any claims, damages, or liabilities arising from the content of their letters or violation of this Agreement.

## Clause 6 – Governing Law

This Agreement shall be governed by and construed in accordance with the laws of Canada. Any disputes arising from this Agreement shall be subject to the exclusive jurisdiction of the Canadian courts.

**Clause 7 – Amendments**

Any amendments or modifications to this Agreement must be made in writing and signed by both parties.

**Clause 8 – Acknowledgment**

By participating in this pen pal correspondence, both parties acknowledge that they have read, understood, and agree to be bound by the terms of this Agreement.

**SENDER'S SIGNATURE**

**RECIPIENT'S SIGNATURE**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

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