

Cease and Desist: Copyright Infringement Notification

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

Dear [Recipient Name],

We are writing to formally notify you that [Your Company/Your Name] holds the copyright to [Description of the Work], which was created on [Creation Date]. It has come to our attention that you are using our copyrighted material without our permission, specifically [Description of the Infringement].

This use constitutes a breach of copyright and we request that you immediately cease and desist from this infringing activity. You are required to remove the infringing content from your website and any other platforms where it may be displayed.

We kindly request that you provide a written response to this communication by [Response Date] to confirm that you have complied with these demands.

Failure to comply may result in legal action against you.

Thank you for your attention to this serious matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]