Patent Rights Violation Notice

Date: [Insert Date]
To: [Recipient Name]
Company: [Recipient Company]
Address: [Recipient Address]
Dear [Recipient Name],
We are writing to inform you that we have identified a violation of our patent rights concerning [patent description or number], which is currently held by [Your Company Name].
It has come to our attention that your company is producing, marketing, or utilizing a product or process that falls within the scope of our patented invention without our permission. The specific activities that we believe constitute infringement are as follows:
 [Description of the infringing product/process] [Details of how the patent is being infringed]
We request that you immediately cease and desist from any further infringement of our patent rights. Please respond to this notice within [number of days, e.g., 15 days] with your intentions regarding this matter.
We hope to resolve this issue amicably; however, if we do not receive a satisfactory response, we may be forced to take legal action to protect our rights.
Thank you for your attention to this serious matter.
Sincerely,
[Your Name]
[Your Title]
[Your Company Name]
[Your Contact Information]