

Letter of Initiation for Civil Litigation

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Subject: Notice of Intent to Initiate Civil Litigation for Fraud Allegations

Dear [Recipient's Name],

I am writing to formally notify you of my intent to initiate civil litigation against you for allegations of fraud. This notice serves as a preliminary correspondence prior to the filing of a lawsuit in the [specific court or jurisdiction].

It has come to my attention that on [specific date(s)], you [describe the fraudulent activity, e.g., misrepresented information, failed to deliver services, etc.]. This action has resulted in significant damages to my [business/personal] interests, including but not limited to [list specific damages, e.g., financial loss, reputational damage].

In an effort to resolve this matter without court intervention, I hereby request that you respond to this letter by [insert a specific date, e.g., two weeks from the date of this letter], acknowledging this claim and providing any counterarguments or resolutions you may propose.

Please be advised that if I do not receive a satisfactory response by the aforementioned date, I will have no choice but to file a lawsuit against you seeking damages and any other relief as deemed appropriate by the court.

Thank you for your attention to this serious matter. I hope we can resolve this issue amicably.

Sincerely,

[Your Name]

[Your Title, if applicable]