

Brand Misuse Warning

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to formally notify you that we have identified a misuse of our brand, [Brand Name]. It has come to our attention that you are using our brand name and logo in a manner that is unauthorized and potentially harmful to our brand's reputation.

Specifically, we have observed [describe the specific misuse, e.g., "the use of our logo on your website without permission"]. This is a violation of our brand's trademark rights and can lead to confusion among our customers about the source of your products/services.

We request that you immediately cease all unauthorized use of our brand materials. Please remove any and all references to [Brand Name] from your website, social media, promotional materials, or any other channels where you may be misusing our brand.

If you fail to comply with this request by [insert deadline], we may take further action, including legal proceedings to protect our brand rights.

We appreciate your prompt attention to this matter and look forward to your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]