

Confirmation of NDA Violation Acknowledgment

Date: [Insert Date]

To: [Recipient's Name]

Address: [Recipient's Address]

Dear [Recipient's Name],

We are writing to formally acknowledge the violation of the Non-Disclosure Agreement (NDA) dated [Insert Date of NDA] between [Your Company Name] and [Recipient's Company Name], specifically referencing Section [Insert Section Number] of the agreement.

It has come to our attention that [describe the violation briefly, e.g., unauthorized disclosure of proprietary information]. This violation is a serious matter and requires immediate attention and corrective action.

Please be advised that we expect a written response addressing this violation by [Insert Deadline for Response]. Failure to do so may result in further action to protect our interests as outlined in the NDA.

We hope to resolve this matter amicably and appreciate your prompt attention to this serious issue.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]