

# Intellectual Property Violation Notification

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Notice of Intellectual Property Violation

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally notify you of a potential violation of intellectual property rights regarding [describe the intellectual property, e.g., trademark, copyright, patent].

It has come to our attention that [describe the specifics of the violation, including details such as location, date, and nature of the infringement]. This use of our intellectual property is unauthorized and infringes upon our rights.

We request that you cease this activity immediately and take necessary steps to rectify the situation. Failure to comply may result in legal action to protect our rights.

We value the integrity of our work and hope to resolve this matter amicably. Please feel free to contact me at [your phone number] or [your email address] to discuss this further.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]

[Your Company Email]