

Trademark Infringement Accusation Letter

[Your Name]
[Your Title/Position]
[Your Company Name]
[Your Company Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

Date: [Insert Date]

[Recipient's Name]
[Recipient's Title/Position]
[Recipient's Company Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally notify you that [Your Company Name] holds the exclusive rights to the trademark "[Trademark Name]," which is registered under [Trademark Registration Number] with the [Trademark Office Name]. It has come to our attention that your company is using a similar mark, "[Infringing Trademark Name]," in the course of your business activities.

Your use of this mark constitutes an infringement of our trademark rights and is likely to cause confusion among consumers. The similarities between our trademarks may lead to misrepresentation and dilution of our brand.

We demand that you immediately cease and desist from using the "[Infringing Trademark Name]" and any other marks that may be confusingly similar to our trademark. If you do not comply within [specific time frame, e.g., 14 days], we will be forced to take appropriate legal action to protect our rights.

Please confirm in writing by [response deadline] that you will comply with our request. We hope to resolve this matter amicably.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]