

Trademark Violation Notification Letter

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Recipient Name]
[Recipient Company Name]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally notify you that your use of the trademark "[Trademark Name]" is in violation of our rights. Our records show that we hold the registered trademark for "[Trademark Name]" under [Trademark Registration Number], and your use of this trademark without our permission constitutes a violation of trademark law.

Specifically, we have observed that your company is [describe the nature of the violation, e.g., using the trademark in advertising, selling similar products under the trademark, etc.]. This action not only infringes upon our trademark rights but also creates confusion among consumers.

Please cease and desist from using "[Trademark Name]" in any form of communication or advertising immediately. We request that you provide written confirmation of your compliance with this request no later than [Insert Date].

If we do not receive a satisfactory response, we may be compelled to take legal action to protect our rights. We hope that this matter can be resolved amicably and look forward to your prompt reply.

Thank you for your attention to this serious matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]
[Your Title]
[Your Company Name]