

Cease and Desist Letter

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Address]

[City, State, ZIP Code]

Subject: Cease and Desist from [Specify Activity]

Dear [Recipient Name],

I am writing to formally demand that you cease and desist from [specific activity or behavior] that is infringing upon my rights. This activity includes, but is not limited to, [provide a detailed description of the actions in question].

The aforementioned activities are unauthorized and constitute a violation of [cite applicable law or rights]. Therefore, I request that you immediately stop doing so and confirm in writing by [specific date] that you will comply with this request.

Failure to do so may result in legal action being taken against you without further notice.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]