

Letter of Temporary Halt in Telemarketing Activities

Date: [Insert Date]

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

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

Dear [Recipient Name],

We are writing to inform you that [Your Company Name] is temporarily halting all telemarketing activities effective immediately due to compliance issues that have come to our attention.

We are committed to adhering to all regulations and standards in our industry and are currently reviewing our practices to ensure full compliance. We appreciate your understanding during this period as we take the necessary steps to rectify these issues.

We anticipate resuming our telemarketing operations by [Estimated Date for Resumption], pending the completion of our review. We will keep you updated on our progress.

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]
[Your Phone Number]
[Your Email Address]