

Warning Letter for Intellectual Property Rights Violation

Date: [Insert Date]

To: [Recipient's Name]

Address: [Recipient's Address]

Dear [Recipient's Name],

I am writing to formally notify you of a violation of intellectual property rights concerning [describe the specific intellectual property, e.g., trademark, copyright, patent] owned by [Your Company/Your Name]. It has come to our attention that you are [describe the infringing activity, e.g., using, reproducing, distributing] our property without authorization, which is in violation of applicable intellectual property laws.

We request that you immediately cease all infringing activities and provide us with written assurance by [insert response deadline, e.g., 14 days] that you will comply. Failure to do so may result in legal action to protect our rights and interests.

We take this matter seriously and look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Contact Information]