

# IP Infringement Resolution Request

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

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

Dear [Recipient Name],

I am writing to formally address an issue of intellectual property infringement that has come to my attention. It appears that [Description of the Infringing Activity] is being conducted without my authorization.

As the rightful owner of [Description of Intellectual Property], I request that you take immediate action to cease the infringement. I believe that amicable resolution is possible and would like to discuss this matter further.

Please contact me at your earliest convenience so we can resolve this issue quickly and effectively. Thank you for your attention to this matter.

Sincerely,

[Your Name]