

Trademark Infringement Complaint

Date: [Insert Date]

To: [Recipient's Name]

Company: [Recipient's Company]

Address: [Recipient's Address]

Dear [Recipient's Name],

We are writing to bring to your attention a matter of trademark infringement concerning the use of our registered trademark, [Your Trademark], which is owned by [Your Company Name]. It has come to our notice that your company is currently utilizing a mark that is confusingly similar to our trademark.

The details of the infringement are as follows:

- **Infringing Trademark:** [Infringing Trademark]
- **Location of Infringement:** [Details of Use]
- **Description of Goods/Services:** [Description]

We kindly request that you cease and desist from any further use of this trademark, as it is likely to cause confusion among consumers and infringes upon our exclusive rights.

Please respond to this letter by [Response Deadline], confirming that you will comply with our request. Failure to do so may result in further legal actions.

Thank you for your immediate attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]