

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Cease Communication Notice

Dear [Recipient's Name],

I am writing to formally request that you cease all communication with me, effective immediately. This includes, but is not limited to, phone calls, text messages, emails, and any other form of communication.

While I appreciate any previous interactions, I no longer wish to engage in any form of correspondence. Please respect my request and refrain from reaching out in any capacity.

Thank you for your understanding.

Sincerely,

[Your Name]