

# Letter of Demand for Legal Action

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Title]

[Company/Organization Name]

[Address]

[City, State, Zip Code]

## **Subject: Demand for Legal Action Due to Civil Rights Violation**

Dear [Recipient Name],

I am writing to formally demand action regarding a violation of my civil rights that occurred on [date of incident]. The actions of [individuals/organization responsible] have caused substantial harm and infringed upon my rights as protected under [specific laws or amendments].

Details of the incident are as follows:

- Date and time of occurrence: [insert details]
- Location: [insert location]
- Description of the incident: [insert detailed description]
- Name(s) of individuals involved: [insert names]

As a result of this incident, I request the following actions:

- [Specify action you demand: e.g., an apology, policy change, financial compensation]
- [Any additional demands]

Please consider this letter a formal demand for action within [number of days] days. Failure to respond appropriately will leave me no option but to pursue legal action to protect my rights.

Thank you for your attention to this serious matter. I look forward to your prompt response.

Sincerely,

[Your Name]