

# **Inquiry Regarding Trademark Issues**

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

## **Subject: Inquiry Regarding Trademark Issues**

Dear [Recipient's Name],

I am writing to inquire about potential trademark issues related to [specific trademark or brand name] that may involve [specific concerns, e.g., potential infringement, licensing, etc.]. As a concerned party, I would like to understand the current status of this trademark and your company's position regarding its use.

Could you please provide clarity on the following points:

- Current trademark registration status.
- Any known conflicts or legal proceedings involving the trademark.
- Guidelines on appropriate usage of the trademark.

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

Sincerely,

[Your Name]