

Cease and Desist Notice

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

This letter serves as a formal notice regarding copyright infringement concerning the following work: [Describe the copyrighted work]. It has come to my attention that you are [describe the infringing action].

The unauthorized use of my work is a violation of my rights under the copyright laws, and I request that you immediately cease and desist from any further infringement. Please confirm in writing by [insert date, typically within 10-14 days] that you have taken down or otherwise removed the infringing material.

If you do not comply with this request, I may take further action to protect my rights, including seeking damages and legal remedies.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title, if applicable]

[Your Company Name, if applicable]