

IP Infringement Notification

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Email: [Recipient's Email]

Dear [Recipient's Name],

I am writing to formally notify you of an infringement of my intellectual property rights involving [describe the intellectual property, e.g., copyright, trademark, patent].

Details of the infringement are as follows:

- **Nature of Infringement:** [Description of the infringement]
- **Location of Infringement:** [URL or physical address]
- **Date of Discovery:** [Insert Date]

I respectfully request that you cease and desist from any further unauthorized use of my intellectual property. Please remove the infringing material from your [website/product/etc.] and confirm in writing by [insert deadline] that you have done so.

Failure to comply with this request may result in legal action. I hope to resolve this matter amicably and look forward to your prompt response.

Thank you for your attention to this urgent matter.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]