

# Copyright Issues Notification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally notify you of a copyright issue concerning the content located at [insert URL or description of the content]. It has come to my attention that my copyrighted material, titled "[Insert Title]" and originally created on [Insert Creation Date], has been used without my permission.

This use of my work constitutes a violation of my copyright, and I request that you take immediate action to remove the infringing material from [insert relevant platform or website] to resolve this issue.

I appreciate your prompt attention to this matter. If you have any questions or need further information, please feel free to contact me at your earliest convenience.

Sincerely,

[Your Name]