

Cease and Desist Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request that you cease and desist all activities relating to [describe the specific action or behavior] that has been occurring since [date or timeframe]. This action is infringing on my rights [state the reason e.g., privacy, intellectual property, etc.].

As of the date of this letter, I request that you stop [repeat the specific action] immediately. Failure to do so may result in legal action being taken against you.

Please consider this letter as a final notice to cease all inappropriate conduct. I hope we can resolve this matter amicably and without further disputes.

Thank you for your immediate attention to this matter.

Sincerely,

[Your Name]