

Cease and Desist Letter

Date: [Insert Date]

[Your Name]
[Your Title]
[Your Company Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Recipient Name]
[Recipient Title]
[Recipient Company Name]
[Recipient Address]
[City, State, Zip Code]

Subject: Trademark Infringement Cease and Desist

Dear [Recipient Name],

This letter serves as a formal demand for you to cease and desist from using the trademark "[Insert Trademark]" which is currently registered under [Your Company Name] and protected under applicable law.

We have recently become aware of your use of our trademark in connection with [describe the nature of the infringement, e.g., products, services, advertising, etc.]. Your actions are likely to cause confusion among consumers and dilute our brand.

We request that you immediately cease all use of "[Insert Trademark]" and any confusingly similar marks. We expect your written confirmation by [insert deadline, e.g., 10 days from the date of this letter] that you have complied with this request.

If you fail to comply with this demand, we will be compelled to take further legal action to protect our rights, which may include seeking monetary damages and injunctive relief.

We hope to resolve this matter amicably. Thank you for your immediate attention to this important issue.

Sincerely,

[Your Signature]
[Your Name]
[Your Title]