

# Response to Allegations of Trade Secret Theft

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing in response to your recent communication regarding the allegations of potential trade secret theft. We take such matters very seriously and are committed to ensuring the protection of our confidential information.

Upon receipt of your notice, we immediately initiated an internal investigation to review the facts and circumstances surrounding the claims made against our organization. We appreciate your concern and your willingness to address this matter promptly.

Please be assured that we value ethical business practices and compliance with all applicable laws. We are committed to cooperating fully with your inquiry and clarifying any misunderstandings that may have occurred.

If you have any further information or evidence regarding the situation, we kindly request that you share it with us at your earliest convenience. We believe that open communication will aid in resolving this matter swiftly.

Thank you for your attention to this important issue. We look forward to working with you to ensure that it is addressed appropriately.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Address]

[City, State, Zip Code]