

URGENT: FORMAL NOTICE TO CEASE AND DESIST

Date: [Date]

To: [Recipient Name]
[Recipient Address]
[City, State, Zip Code]

RE: UNAUTHORIZED DISCLOSURE OF CONFIDENTIAL INFORMATION AND DEMAND FOR INJUNCTIVE RELIEF

Dear [Recipient Name],

This letter serves as a formal warning regarding your unauthorized possession, use, or disclosure of confidential and proprietary information belonging to [Company/Individual Name] ("the Discloser").

It has come to our attention that you are currently in breach of [the Non-Disclosure Agreement dated Date / Employment Contract / Trade Secret Laws] by [briefly describe the violation, e.g., sharing client lists, technical specifications, or trade secrets].

DEMANDS FOR IMMEDIATE ACTION:

- Immediately cease and desist from all further disclosure, use, or dissemination of any Confidential Information.
- Return or destroy all physical and digital copies of the Confidential Information in your possession by [Deadline Date/Time].
- Provide written certification that all copies have been returned or destroyed.
- Identify all third parties to whom you have disclosed this information.

NOTICE OF INTENT TO SEEK INJUNCTION:

Failure to comply with these demands by [Deadline Date] will leave us with no choice but to initiate immediate legal proceedings against you. We will seek a temporary restraining order and a preliminary injunction to prevent further irreparable harm to our business interests.

Please be advised that we will also pursue all available legal remedies, including but not limited to, claims for monetary damages, lost profits, and recovery of legal fees and court costs.

Govern yourself accordingly.

Sincerely,

[Your Signature]
[Your Printed Name]

[Your Title/Company Name]
[Your Contact Information]