

URGENT: CEASE AND DESIST AND FORMAL DEMAND

Date: [Date]

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

Re: Breach of Non-Disclosure Agreement and Unauthorized Disclosure of Proprietary Legal Strategy

Dear [Recipient Name],

This law firm represents [Company/Client Name] ("the Client"). It has come to our attention that you have disclosed, or are in the process of disclosing, proprietary legal strategies and confidential work product belonging to the Client.

Your actions constitute a direct violation of the Non-Disclosure Agreement (NDA) signed on [Date of Agreement]. Specifically, you have disclosed [Description of Leaked Strategy: e.g., litigation tactics, settlement frameworks, or defense theories], which are protected under the terms of your agreement and as attorney-client privileged work product.

Demand is hereby made that you:

1. Immediately cease and desist from any further disclosure of the Client's proprietary legal strategies.
2. Provide written confirmation by [Deadline Date/Time] that you have deleted or destroyed all copies of the confidential materials in your possession.
3. Identify all parties to whom you have disclosed this information.
4. Return all physical and electronic documents related to the Client's legal matters.

The unauthorized disclosure of legal strategy causes irreparable harm to the Client's position in ongoing and future proceedings. Failure to comply with these demands will result in immediate legal action, including seeking injunctive relief, monetary damages, and recovery of legal fees.

Please govern yourself accordingly.

Sincerely,

[Your Name/Law Firm Name]
[Title]
[Contact Information]