

SENT VIA EMAIL AND CERTIFIED MAIL

Date: [Date]

To:

[Recipient Name/Infringing Party]

[Recipient Company Name]

[Recipient Address]

[Recipient Email Address]

Re: Notice of Trademark Infringement and Cease and Desist Demand

To Whom It May Concern,

This letter is formal notice that your use of the mark "[Insert Infringing Mark Name]" on your digital platforms, including [Insert Website URL/Social Media Handles], infringes upon the registered trademark rights of [Your Name or Company Name].

1. Ownership of Rights:

[Your Company Name] is the owner of the trademark "[Your Trademark Name]," which is registered with the [e.g., USPTO] under Registration Number [Insert Number]. This mark is used in connection with [Describe your products/services].

2. Nature of Infringement:

It has come to our attention that you are using a mark that is identical or confusingly similar to our trademark in your [Digital Media/Web Content/Advertisements]. Such unauthorized use is likely to cause consumer confusion, mistake, or deception regarding the source of your goods or services.

3. Demand for Immediate Action:

To resolve this matter without further legal action, we demand that you immediately:

- Cease and desist all use of the mark "[Insert Infringing Mark Name]" and any confusingly similar marks.
- Remove all infringing content from your website, social media accounts, and digital advertisements.
- Confirm in writing that you have complied with these demands no later than [Insert Date, e.g., 7-10 days from now].

4. Reservation of Rights:

This letter is sent without prejudice to [Your Company Name]'s rights and remedies, all of which are expressly reserved, including the right to seek monetary damages and legal fees should this matter proceed to litigation.

We look forward to your prompt compliance.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title]

[Your Company Name]

[Your Contact Information]