

**SENT VIA REGISTERED MAIL / EMAIL**

[Date]

[Recipient Name]

[Recipient Title]

[Company Name]

[Address]

[City, State, Zip Code]

[Email Address]

**RE: NOTICE TO CEASE AND DESIST - Trademark Infringement of "[Trademark Name]"**

Dear [Recipient Name],

I am writing to you on behalf of [Your Name/Company Name] ("Owner"). It has come to our attention that your company is using the mark "[Infringing Mark Name]" in connection with [Description of Infringing Activity/Products/Services].

The Owner is the exclusive holder of the trademark "[Trademark Name]," registered with the [Patent and Trademark Office] under Registration No. [Registration Number]. This trademark has been in continuous use since [Date of First Use] in relation to [Description of Goods/Services].

Your unauthorized use of a confusingly similar mark constitutes trademark infringement, unfair competition, and false designation of origin. Such use is likely to cause confusion, mistake, or deception among consumers as to the source of the goods/services, damaging the Owner's brand reputation and intellectual property rights.

**DEMAND IS HEREBY MADE THAT YOU:**

1. Immediately and permanently cease and desist from all further use of the mark "[Infringing Mark Name]" or any mark confusingly similar to the Owner's trademark.
2. Remove the mark from all websites, social media profiles, marketing materials, and packaging.
3. Destroy or deliver to us all inventory and promotional materials bearing the infringing mark.
4. Provide written assurance by [Date/Deadline] that you have complied with these demands.

The Owner prefers to resolve this matter amicably. However, if we do not receive a satisfactory response by [Date/Deadline], we will be forced to consider all available legal remedies, including seeking injunctive relief, monetary damages, and recovery of legal fees.

This letter is sent without prejudice to the Owner's rights and remedies, all of which are expressly reserved.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title]

[Your Company Name]