

SENT VIA EMAIL AND CERTIFIED MAIL

Date: [Date]

To:

[Recipient Name/Registered Agent]

[Company Name]

[Recipient Address]

[City, State, Zip Code]

[Recipient Email]

Re: NOTICE TO CEASE AND DESIST AND SETTLEMENT PROPOSAL

Dear [Recipient Name],

This firm represents [Your Company Name] ("Client") regarding its intellectual property rights. It has come to our attention that [Recipient Company Name] is using the mark "[Infringing Mark]" in connection with [Description of Infringing Activity/Products].

1. Trademark Ownership

Our Client is the owner of the trademark "[Your Trademark Name]", which is registered with the [Country/Region] Patent and Trademark Office (Registration No. [Number]). This mark has been used in commerce since [Date] and has acquired significant goodwill.

2. Infringement

Your unauthorized use of a confusingly similar mark constitutes trademark infringement, unfair competition, and dilution under [Applicable Law, e.g., The Lanham Act]. Your actions are likely to cause consumer confusion as to the source or affiliation of your products.

3. Demand to Cease and Desist

We hereby demand that you immediately:

- Cease all use of the mark "[Infringing Mark]" and any confusingly similar variations.
- Remove the mark from all websites, social media profiles, and marketing materials.
- Destroy or surrender all inventory and promotional items bearing the mark.

4. Settlement Resolution

In the interest of resolving this matter without formal litigation, our Client is prepared to offer a full release of claims in exchange for the following terms:

- Written confirmation of your permanent cessation of the mark by [Deadline Date].
- An accounting of all gross sales derived from the use of the mark.
- Payment of a settlement fee in the amount of \$[Amount] to cover [Damages/Legal Fees/Licensing Fees].

5. Deadline for Response

Failure to comply with these demands by [Time] on [Date] will leave our Client with no choice but to pursue all available legal remedies, including seeking injunctive relief, monetary damages, and recovery of attorney's fees.

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

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Law Firm Name]

[Your Phone Number]

[Your Email Address]