

SENT VIA REGISTERED MAIL / EMAIL

Date: [Insert Date]

To: [Name of Recipient/Competitor]
[Title]
[Company Name]
[Address]
[City, State, Zip Code]

RE: CEASE AND DESIST - MISAPPROPRIATION OF TRADE SECRETS

Dear [Name of Recipient],

This law firm represents [Your Company Name] ("the Company") in matters regarding its intellectual property and proprietary legal technology. It has come to our attention that [Recipient Name/Company] is currently in possession of, and is using without authorization, certain trade secrets belonging to the Company.

Specifically, the trade secrets in question include, but are not limited to: [Description of trade secrets, e.g., source code, proprietary algorithms, database schemas, or confidential client acquisition strategies].

These trade secrets were developed at great expense and are protected under the Defend Trade Secrets Act (DTSA) and applicable state laws. We have reason to believe this information was obtained through: [Mention method, e.g., breach of a non-disclosure agreement by a former employee / unauthorized access to a secure server].

DEMAND IS HEREBY MADE THAT YOU IMMEDIATELY:

- Cease and desist from any further use, disclosure, or distribution of the Company's trade secrets;
- Identify all parties to whom you have disclosed this information;
- Return all physical and electronic copies of the proprietary materials to our office;
- Provide written certification that all digital copies and derivative works have been permanently deleted from your systems.

Please provide a written response confirming your compliance with these demands no later than [Insert Date]. Failure to comply will leave the Company with no choice but to pursue formal legal action, including seeking injunctive relief, monetary damages, and recovery of attorney fees.

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

Sincerely,

[Your Signature]

[Your Printed Name]

[Title]

[Law Firm/Company Name]