

VIA CERTIFIED MAIL / RETURN RECEIPT REQUESTED

Date: [Date]

To: [Former Partner Name]
[Former Partner Address]
[City, State, Zip Code]

RE: NOTICE TO CEASE AND DESIST - Unlawful Solicitation of Clients

Dear [Former Partner Name],

It has come to our attention that you have been contacting and soliciting clients of [Company Name] in direct violation of your legal and contractual obligations. Specifically, we have confirmed that you have contacted [Name of Clients/Accounts] to encourage them to move their business to your new venture.

As a former partner of [Company Name], you are bound by the [Non-Compete / Non-Solicitation / Confidentiality] provisions set forth in the [Partnership Agreement / Separation Agreement] signed on [Date]. Your current actions constitute a material breach of these agreements, as well as a breach of your fiduciary duties and an interference with our established business relationships.

DEMAND IS HEREBY MADE THAT YOU:

- Immediately cease and desist from all further contact or solicitation of [Company Name]'s clients and customers.
- Refrain from using or disclosing any trade secrets, client lists, or proprietary information belonging to [Company Name].
- Provide written assurance by [Date/Time] that you will comply with your post-partnership obligations.

Failure to comply with this demand will leave [Company Name] with no choice but to pursue all available legal remedies. This includes, but is not limited to, seeking injunctive relief, filing a lawsuit for damages, and recovering legal fees and costs incurred as a result of your conduct.

Please govern yourself accordingly.

Sincerely,

[Your Signature]

[Your Printed Name]
[Title]
[Company Name]