

VIA CERTIFIED MAIL / RETURN RECEIPT REQUESTED

[Date]

[Managing Partner Name]
[Competing Law Firm Name]
[Address]
[City, State, Zip Code]

RE: CEASE AND DESIST UNLAWFUL SOLICITATION AND POACHING OF ASSOCIATES

Dear [Partner Name],

This firm, [Your Law Firm Name], has become aware of recent efforts by [Competing Law Firm Name] to actively solicit and "poach" several of our associate attorneys. Specifically, we have information indicating that [Name of Individual Recruiter/Partner] has contacted [Names of Associates] on [Dates].

These actions constitute a tortious interference with our existing employment contracts and business relationships. Furthermore, we wish to remind you that our associates are bound by strict confidentiality and non-solicitation agreements. Any inducement by your firm to have these employees breach their fiduciary duties or disclose proprietary information regarding our clients, billing rates, or internal strategies will result in immediate legal action.

DEMAND IS HEREBY MADE THAT YOU:

1. Immediately cease and desist from any further direct or indirect contact with [Your Law Firm Name] associates;
2. Refrain from using any proprietary information obtained through these recruitment efforts;
3. Provide written assurance by [Deadline Date] that your firm will respect our contractual relationships and cease these predatory hiring practices.

Please be advised that [Your Law Firm Name] is prepared to pursue all available legal and equitable remedies, including seeking injunctive relief and monetary damages, should these activities continue.

This letter is formal notice of our position. We reserve all rights in this matter.

Sincerely,

[Your Name/Managing Partner]
[Your Law Firm Name]