

[Your Name]
[Your Address]
[Your Phone Number]
[Date]

[Name of Recipient/Entity]
[Address of Recipient/Entity]

RE: CEASE AND DESIST UNAUTHORIZED THIRD-PARTY CONTACT

To Whom It May Concern,

I am writing to formally demand that you immediately cease and desist all unauthorized contact with third parties regarding my personal information, accounts, or private affairs. It has come to my attention that you have contacted [Name of Third Party] on [Date] without my express written consent.

This communication constitutes a violation of my privacy rights. I have not authorized you to disclose my information to, or discuss my business with, any third party including but not limited to my family, friends, neighbors, or employer.

Effective immediately, you are instructed to:

- Stop all communication with any third party regarding my accounts or personal details.
- Limit all future communications strictly to me directly via [Preferred Contact Method, e.g., written mail].
- Provide written confirmation that you have updated your records to reflect this restriction.

Failure to comply with this request may result in legal action, including reporting this conduct to the Consumer Financial Protection Bureau (CFPB) and other relevant regulatory authorities.

Sincerely,

[Your Signature]

[Your Printed Name]