

**Date:** [Insert Date]

**To:** [Insert Recipient Name/Management Team]

**From:** [Insert Your Name/Department]

**Subject:** ADVISORY: Exclusive Territory Protection and Encroachment Risk Red Flags

Dear [Recipient Name],

This advisory letter serves as a formal notification regarding the protection of exclusive territory rights and the identification of potential encroachment risks related to [Insert Project/Franchise/Contract Name].

## **I. Territorial Exclusivity Overview**

Pursuant to the agreement dated [Insert Date], the following boundaries define the exclusive territory: [Insert Geographical Description/Radius]. No competing entities or internal subsidiaries are permitted to operate or solicit business within this zone without express written consent.

## **II. Encroachment Red Flags**

Please monitor for the following indicators which may suggest a breach of territorial integrity:

- Unauthorized marketing or digital advertising targeting specific zip codes within the protected zone.
- Physical presence of competing representatives or unauthorized pop-up locations.
- Price undercutting or aggressive solicitation of existing client accounts within the boundary.
- Overlapping delivery routes or distribution channels from neighboring territories.
- Digital marketplace activity or "grey market" sales originating from outside the territory but fulfilling within it.

## **III. Action Protocol**

If any of the aforementioned red flags are detected, the following steps must be taken immediately:

1. Document the occurrence with time-stamped evidence (photos, screenshots, or receipts).
2. Formalize a "Notice of Encroachment" to be sent to [Insert Compliance Officer Name].
3. Cease any informal negotiations with the encroaching party to preserve legal standing.

Failure to report known encroachment may result in a waiver of exclusivity rights or a reduction in territorial protections. We advise a proactive audit of all sales data to ensure compliance with existing boundaries.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title]