

[Your Full Name]
[Your Address]
[Your City, State, Zip Code]
[Your Email Address]
[Your Phone Number]

[Date]

[Company Name]
[Legal Department / Privacy Officer]
[Company Address]
[City, State, Zip Code]

RE: SETTLEMENT DEMAND AND NOTICE OF PRIVACY VIOLATION

Notice ID / Account Number: [Insert ID if applicable]

Data Breach Event: [Name of Breach/Date of Incident]

To Whom It May Concern,

I am writing to formally notify you of my intent to pursue a claim against [Company Name] regarding the data breach that occurred on or about [Date of Breach], which resulted in the unauthorized exposure of my sensitive personal information, including but not limited to [list exposed data, e.g., SSN, credit card numbers, address].

Pursuant to my rights under the [applicable law, e.g., CCPA, GDPR, or state privacy laws], I am officially opting out of any proposed class action settlement regarding this matter. I am choosing to pursue my claims individually.

The failure of [Company Name] to maintain adequate security protocols constitutes a violation of privacy rights and a breach of implied contract. As a direct result of this breach, I have suffered damages, including [mention damages: e.g., time spent monitoring accounts, identity theft protection costs, or actual identity fraud].

Settlement Demand:

In the interest of resolving this matter without the need for formal litigation or arbitration, I am prepared to sign a full release of claims in exchange for a one-time settlement payment of \$[Insert Amount].

This demand is a good-faith attempt to settle the matter. Please provide a written response to this demand within [Number, e.g., 14 or 30] business days. Failure to respond will result in my pursuing further legal action through [small claims court / individual arbitration].

I look forward to your prompt response.

Sincerely,

[Your Signature]

[Your Printed Name]