

FINAL NOTICE PRIOR TO LEGAL ACTION

Date: [Insert Date]

To: [Recipient Name]
[Recipient Address]
[City, State, Zip Code]

From: [Your Name/Company Name]
[Your Address]
[City, State, Zip Code]

RE: FINAL CEASE AND DESIST DEMAND

Dear [Recipient Name],

This letter serves as a formal and final notice regarding your ongoing [unlawful/unauthorized/harassing] activities, specifically: [Detailed description of the conduct, e.g., copyright infringement, defamation, harassment, or breach of contract].

Despite previous correspondence dated [Date of previous notice(s)], you have failed to cease the aforementioned activities. Your actions have caused and continue to cause irreparable harm to [Your Name/Company Name].

DEMAND IS HEREBY MADE that you immediately and permanently cease and desist from all [description of activity] and provide written confirmation of your compliance no later than [Insert Deadline Date/Time].

Be advised that this is the final warning you will receive. If you do not comply with this demand by the deadline stated above, I have instructed my legal counsel to initiate formal legal proceedings against you without further notice. This may include seeking injunctive relief, monetary damages, court costs, and legal fees.

Govern yourself accordingly.

Sincerely,

[Your Signature]
[Your Printed Name]