

SENT VIA REGISTERED MAIL / EMAIL

Date: [Date]

To: [Name of Infringer/Registered Agent]

Address: [Full Address of Infringer]

Email: [Email Address]

RE: NOTICE OF INTENT TO FILE LAWSUIT FOR COPYRIGHT INFRINGEMENT

Dear [Name of Infringer],

I am writing to you as the owner of the copyrighted work titled "[Title of Original Work]," which is registered with the United States Copyright Office under Registration Number [Registration Number, if applicable].

It has come to my attention that you are using, reproducing, and/or distributing my copyrighted material without authorization. Specifically, the infringing material can be found at: [URL or Description of Infringing Location].

This unauthorized use constitutes a direct violation of my exclusive rights under the Copyright Act (17 U.S.C. § 101 et seq.).

Despite previous attempts to resolve this matter, the infringing material remains active and no compensation has been provided. Take notice that this letter serves as formal notification of my intent to initiate a lawsuit against you in [Name of Court/Jurisdiction] unless the following demands are met within [Number] business days:

1. Immediate and permanent removal of all infringing material.
2. Written confirmation that you have ceased all unauthorized use.
3. Payment in the amount of \$[Amount] as settlement for statutory damages and lost licensing fees.

Failure to comply with these demands by [Deadline Date] will result in the immediate commencement of legal proceedings. I will seek all available remedies, including but not limited to, permanent injunctions, statutory damages, actual damages, and recovery of all legal fees and court costs.

Please govern yourself accordingly.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Company Name]

[Your Phone Number]
[Your Email Address]