### horizontal line**Cease and Desist Legal Letter**

[Your Name/Your Law Firm’s Name]  
[Your Address]  
[City, State, ZIP Code]  
[Phone Number]  
[Email Address]  
[Date]

**To**[Recipient’s Name/Company Name]  
[Recipient’s Address]  
[City, State, ZIP Code]

**Subject:** Cease and Desist Notice

**Dear [Recipient’s Name/To Whom It May Concern]:**

**1. Introduction:**This letter serves as a formal cease and desist notice regarding [specific issue, e.g., "unauthorized use of intellectual property," "harassment," "defamation"].

**2. Background:**On [Date], it was brought to our attention that you [specific action or violation, e.g., "used our copyrighted material without permission"]. This conduct is in violation of [specific law, regulation, or agreement].

**3. Demand:**You are hereby required to cease and desist from [specific action] immediately. Additionally, we demand that you [additional demands, e.g., "remove all infringing materials from your website"].

**4. Consequences of Non-Compliance:**Failure to comply within [specific time frame, e.g., "7 days from receipt of this letter"] will result in legal action being taken against you, including but not limited to [list potential legal actions].

**5. Closing Statement:**We trust you will address this matter promptly to avoid escalation. Please confirm your compliance in writing by [specific date].

**Sincerely,**[Your Name]  
[Your Title/Position, e.g., Attorney-at-Law]  
[Your Firm’s Name, if applicable]

[Enclosures: [List any supporting documents, if applicable]]