TO

**[Receiver Name]**

[Receiver Title]

**ADDRESS:** [Receiver Address]

**EMAIL:** [Email Address]

**PHONE:** [Home Phone]

FROM

**[Sender Name]**

[Sender Title]

Sub: Notice to Cease and Desist for Specific Activity

Dear **[RECIPIENT NAME]**,

This letter is served upon due to **[DESCRIBE ACTIVITY]** (“Activity”).

**If you do not cease the Activity a lawsuit will be commenced against you.**

If the Activity continues we will immediately seek a temporary restraining order in the District Court against you and any accomplices in this matter. We will also seek monetary damages to be proved at trial. Hopefully this recourse is not necessary, we have our own interests to protect and will vigorously do so.

You will not receive another warning letter. If you do not confirm in writing to us by the **[DAY]** day of **[MONTH]**, **[YEAR]** that you will cease violating our Agreement a lawsuit will be commenced immediately.

Sincerely,