TO

**[Receiver Name]**

[Receiver Title]

**ADDRESS:** [Receiver Address]

**EMAIL:** [Email Address]

**PHONE:** [Home Phone]

FROM

**[Sender Name]**

[Sender Title]

Re: Unauthorized Disclosure of Intellectual Property

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

We have reason to believe that you are in direct violation of revealing information that is deemed intellectual property of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

The infringing actions include the following:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IT IS REQUIRED THAT YOU CEASE AND DESIST THE FOLLOWING:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If you fail to comply with the aforementioned demand(s) within \_\_\_\_ days we will have no choice but to pursue all legal causes of action, including but not limited to, the filing of a lawsuit to protect our interests. We remind you that this letter serves as a pre-suit notice for a lawsuit against you and failing to correct will likely make you liable for any damages the court determines we have suffered as a result of your infringement(s) including any reasonable attorneys’ fees.

Sincerely