

infringingBusinessName
Attn: infringingBusinessOwner
infringingBusinessAddress
infringingBusinessCity, infringingBusinessState infringingBusinessZip

Re: trademark Trademark

Dear infringingBusinessOwner:

It has been brought to our attention that your business, infringingBusinessName, has been using the trademark trademark in association with the marketing or sale of your products & services. It is possible that you were unaware of this conflict, so we believe it is in our mutual interest to bring this matter to your attention.

trademark is a registered trademark (U.S. Reg. No. trademarkRegistrationNumber) of our business, yourBusiness (copy enclosed).

Our federal registration of this trademark provides us with certain proprietary rights. This includes the right to restrict the use of the trademark -- or a confusingly similar trademark-- in association with confusingly similar products or services.

It is important that we exercise our right to protect our trademark. It serves as an important and distinctive representation of the origin of our products as well as the goodwill of our company.

Both state and federal law prohibit confusingly similar trademarks because they may cause confusion among customers. This confusion may cause substantial harm to the trademark by eroding the distinct association between it, our products & services, and our company's goodwill.

Due to these concerns, and because unauthorized use of our federally registered trademark amounts to an infringement of our trademark rights, we respectfully request that you CEASE & DESIST any further use of trademark in as association with the marketing, sale, distribution, or identification of your products, or services.

Please respond by letter: indicating your intention to CEASE & DESIST use of the trademark trademark, or any confusingly similar trademark, within ten (10) calendar days.

We hope that this issue may be resolved this way so we can avoid pursuit of legal remedies as provided by state law and the U.S. Trademark Act.

Sincerely,

trademark_owner
yourTitle