

From

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

Date: \_\_\_\_\_

VIA  Certified Mail  Overnight Mail  Email  Facsimile  Other: \_\_\_\_\_

To

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

**Re: Cease and Desist – Copyright Infringement**

Dear \_\_\_\_\_:

It has come to our attention that your \_\_\_\_\_ [Name and description of infringing work] is: (Check one)

- obviously copied after
- imitated after
- other: \_\_\_\_\_
- identical to
- substantially similar to

\_\_\_\_\_ [Name of original work], specifically \_\_\_\_\_ [Description of similarities].

We are the proprietors of all copyright in \_\_\_\_\_ [Name of original work] (the "Work"). We have reserved all rights in the Work, which was first published on \_\_\_\_\_, 20\_\_\_\_ (  with registration number \_\_\_\_\_). You neither requested nor received permission to use the Work therefore your unauthorized copying and use of the copyrighted Work constitutes copyright infringement in violation of the United States copyright laws.

We hereby demand that you, within \_\_\_\_\_ days of this letter: \_\_\_\_\_ [Describe demands].

If you do not cease and desist within the above stated time period, we will be forced to take appropriate legal action against you and will seek all available damages and remedies.

Sincerely,

Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

