

VIA CERTIFIED MAIL / RETURN RECEIPT REQUESTED

Date: [Insert Date]

To: [Recipient Name]
[Recipient Title]
[Recipient Company Name]
[Recipient Address]
[City, State, Zip Code]

RE: CEASE AND DESIST - UNAUTHORIZED SOLICITATION OF CLIENTS AND USE OF PROPRIETARY INFORMATION

Dear [Recipient Name],

This letter is formal notice on behalf of [Your Company Name] ("the Company") that your recent actions involving the solicitation of the Company's wealth management clients must cease immediately.

It has come to our attention that you have been contacting current clients of [Your Company Name] for the purpose of diverting their business to yourself or your new firm. Specifically, our records indicate you have contacted: [Optional: List specific clients or refer to "individuals identified on the Company's protected client list"].

Your actions constitute a direct violation of the following legal obligations:

- **Restrictive Covenants:** The non-solicitation and non-interference clauses contained in your employment agreement dated [Date of Agreement].
- **Trade Secrets:** The unauthorized use of confidential client data, portfolio structures, and contact information which are protected trade secrets under [State] law.
- **Fiduciary Duty:** Breach of your ongoing duty to refrain from unfair competition and the misappropriation of proprietary assets.

DEMAND IS HEREBY MADE that you immediately:

1. Cease all further contact and solicitation of any clients, prospects, or employees of [Your Company Name].
2. Return or destroy all physical and electronic copies of client lists, financial records, and proprietary data in your possession.
3. Provide written confirmation by [Insert Deadline Date] that you have complied with these demands and will honor your contractual obligations.

Failure to comply with this demand will leave [Your Company Name] with no choice but to pursue all available legal remedies, including seeking injunctive relief, monetary damages, and recovery of legal fees.

This letter is sent without prejudice to the Company's rights and remedies, all of which are expressly reserved.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title]

[Your Company Name]