

VIA CERTIFIED MAIL / RETURN RECEIPT REQUESTED

Date: [Date]

To: [Former Employee Name]
[Former Employee Address]
[City, State, Zip Code]

RE: NOTICE TO CEASE AND DESIST - BREACH OF NON-COMPETE AND CONFIDENTIALITY AGREEMENT

Dear [Former Employee Name],

It has come to the attention of [Company Name] ("the Company") that you are currently engaged in activities that constitute a direct breach of the Non-Compete and Confidentiality Agreement signed by you on [Date of Agreement].

Specifically, our records and recent information indicate that you have: [List violations, e.g., accepted employment with a direct competitor, solicited Company clients, or used proprietary client lists].

Under the terms of your agreement, you are prohibited from the following for a period of [Number] months/years following your termination:

- Providing financial advisory services to any client of the Company.
- Soliciting or attempting to solicit any client or employee of the Company.
- Competing with the Company within a [Number] mile radius of [Company Location].
- Using or disclosing trade secrets, client investment portfolios, or proprietary contact information.

DEMAND IS HEREBY MADE that you immediately cease and desist from any further solicitation of our clients and any further violations of your restrictive covenants. Furthermore, you are required to provide written assurance to our office by [Deadline Date] that you will comply with your contractual obligations.

Failure to comply with this notice will leave the Company with no choice but to pursue all available legal remedies, including seeking injunctive relief, monetary damages, and recovery of legal fees. We have also notified your current employer, [New Company Name], of your existing contractual obligations.

Please govern yourself accordingly.

Sincerely,

[Your Signature]
[Your Printed Name]

[Your Title]
[Company Name]

CC: [New Employer Name / Legal Counsel]