

VIA CERTIFIED MAIL / RETURN RECEIPT REQUESTED

Date: [Insert Date]

To:

[Recipient Name/Infringing Party]

[Recipient Address]

[City, State, Zip Code]

RE: CEASE AND DESIST UNAUTHORIZED USE OF [INSERT BANK NAME] TRADEMARKS

Dear [Recipient Name],

It has come to the attention of [Bank Name] ("the Bank") that your organization is using the Bank's federally protected trademarks, including but not limited to [List specific trademarks/logos], on your website, marketing materials, and/or social media platforms located at [Insert URL or Location of Infringement].

The Bank is the exclusive owner of these trademarks. Your unauthorized use of these marks is likely to cause consumer confusion, mistake, or deception as to the source of your services and falsely implies an affiliation, connection, or association between your business and the Bank. Such actions constitute trademark infringement, unfair competition, and dilution under both federal and state laws.

We hereby demand that you:

1. Immediately cease and desist from any and all use of the Bank's trademarks, logos, or confusingly similar marks.
2. Remove all infringing content from your websites, social media profiles, and any physical or digital promotional materials.
3. Provide written confirmation to this office no later than [Insert Date, e.g., 10 business days] that you have complied with these demands.

The Bank reserves all rights to seek legal remedies, including but not limited to injunctive relief, monetary damages, and recovery of legal fees, should you fail to comply with this demand immediately.

Please guide yourself accordingly.

Sincerely,

[Your Name/Legal Representative Name]

[Title]

[Bank Name / Law Firm Name]

[Contact Information]