

Date: [Date]

To:

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

RE: ACKNOWLEDGMENT OF CEASE AND DESIST AND NOTICE OF INTENT TO SUE

Dear [Recipient Name],

This letter serves as formal acknowledgment of your "Cease and Desist" correspondence dated [Date of their letter].

Please be advised that we have reviewed your claims and find them to be without merit. Your continued [state the specific behavior, e.g., infringement, harassment, or breach of contract] has caused, and continues to cause, significant damages to [Your Name/Company Name].

Take further notice that your demands are hereby rejected. Rather than complying with your request, [Your Name/Company Name] is currently preparing a formal summons and complaint against you for [State legal grounds, e.g., Defamation, Tortious Interference, etc.] in the [Name of Court] Court.

We intend to seek all available legal remedies, including but not limited to:

- Permanent injunctive relief;
- Compensatory and punitive damages;
- Recovery of all attorney fees and legal costs.

This is your final notice. Any further communication regarding this matter should be directed to our legal counsel at the address listed below. If you wish to resolve this matter before a formal lawsuit is filed, your legal representative must contact us no later than [Date/Time].

Govern yourself accordingly.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Company]

[Your Phone Number]

[Your Email Address]

CC: [Name of your Attorney/Law Firm]