

[Your Name/Company Name]

[Your Address]

[City, State, Zip Code]

[Date]

[Recipient Name/Legal Counsel Name]

[Recipient Address]

[City, State, Zip Code]

RE: Acknowledgment of Cease and Desist and Notice of Intent to Pursue Judgment

Dear [Recipient Name],

This letter serves as formal acknowledgment of your Cease and Desist notice received on [Date].

While we have noted your request to cease [describe activity, e.g., communication/collection efforts], please be advised that this matter pertains to a legally binding obligation. Our records indicate that the outstanding balance of \$[Amount] remains unpaid despite previous notifications.

Be further advised that we are now initiating formal legal proceedings to obtain a court judgment against [Recipient Name/Entity Name]. This pursuit of judgment will include, but is not limited to:

- The principal amount owed;
- Accrued interest as permitted by law;
- Legal fees and court costs;
- Any additional damages resulting from non-compliance.

Once a judgment is entered, we intend to exercise all available legal remedies to enforce collection, including wage garnishment, property liens, or asset seizure where applicable.

If you wish to resolve this matter and avoid further litigation, you must contact our office by [Deadline Date] to arrange for immediate payment or a settlement agreement. If we do not hear from you by this time, we will proceed with the filing of the lawsuit without further notice.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Position]