

[Your Name/Company Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Date]

[Recipient Name/Legal Representative]

[Recipient Company Name]

[Recipient Address]

[City, State, Zip Code]

RE: Formal Acknowledgment of Cease and Desist Notice and Notice of Pending Judicial Action

To [Recipient Name],

This letter serves as formal acknowledgment that I have received your Cease and Desist notice dated [Date of original notice].

Please be advised that your demands have been reviewed. However, I maintain that your allegations are without legal merit and that your claims of [Mention specific claim, e.g., infringement/defamation/harassment] are unsubstantiated under [Applicable Statute/Law].

Consequently, I am formally notifying you that I am initiating judicial proceedings to resolve this matter. My legal counsel is currently preparing a [Complaint/Petition for Declaratory Judgment] to be filed in the [Name of Court, e.g., District Court of County Name].

Pending the outcome of these judicial proceedings, I request that you:

- Direct all future correspondence regarding this matter to my legal representative.
- Preserve all evidence, including electronic communications and documents, related to this dispute.
- Cease any further extrajudicial contact or threats of enforcement.

I reserve all rights, claims, and defenses available under the law, including the recovery of attorney fees and court costs should your claims be found frivolous or malicious.

Sincerely,

[Your Signature]

[Your Printed Name]