

CEASE AND DESIST LETTER FOR NDA VIOLATION

From

Date _____

Re: Unauthorized Disclosure of Confidential Information

Dear _____,

On the ____ of _____, 20____ you signed a Non-Disclosure Agreement (NDA) which we have reason to believe has been violated, referred to as the "Agreement".

The Agreement had mentioned Information that was to be kept confidential by you and it has come to our attention that some or all of said information has been released to a 3rd party. This constitutes a breach and direct violation of the Agreement.

Therefore, you are required to immediately:

- a. Desist from further using or disclosing any or all of the Confidential Information mentioned in the Agreement.
- b. Deliver to us any materials currently in your possession or with any agent, employee, representative, affiliate, or individual that you have given copies.
- c. Deliver to us a written undertaking that you will desist forthwith from using or disclosing the Confidential Information, other than what is in accordance with the Agreement, and seek our express written content for any future use or disclosure.

We expect your acknowledgment of this letter and your response to our requests by the ____ of _____, 20____. Failure to respond by this date shall result in us seeking legal action.

Sincerely,

