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_____

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**RE: CEASE AND DESIST ACTIVITY**

Dear _____,

This letter serves as documentation of a pattern of offensive activities that began on _____. This letter is notice to you that you must immediately cease and desist these activities against and towards me, including, but not limited to, the following:

_____

For examples, refer to the documents I have attached for your convenience.

Your actions are unwanted, unwelcome, and have become unbearable to me. As a result of your behavior, I have suffered in the following ways:

-- Physical harm or injury

-- Substantial harm to my business

-- Substantial harm to my professional reputation

-- Substantial harm to my personal character

-- Emotional distress

-- Additional distress as follows:

_____

I demand that you cease and desist from this activity immediately.

Sincerely,

_____