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To whom it may concern,
This notice is to inform you that I would like to have some written content deleted from your website. Specifically, the content is available at the following URL:
My contact information is as follows:
Full Legal Name:
Address:
Telephone Number:
Email:
A description of the unauthorized content posted is as follows:
The reason I am requesting the removal of this content is that the content in question my legal copyright. I have never granted you permission to use the content, and by using the content you are infringing on my copyright.

Please immediately remove this content from any areas where it may be posted. If you do not, I will have to consider further legal action.

A copy of the material that I am requesting for removal is attached to this letter.

Sincerely,