

SAMPLE CEASE AND DESIST LETTER

[Your Name]
[Your Address]
[City, State, Zip Code]
[Date]

[Telemarketer's Company Name]
[Company's Address]
[City, State, Zip Code]

Dear [Company Name or Representative],

I am writing to demand the immediate cessation of all telemarketing calls to my phone number, [Your Phone Number], by your company, [Telemarketer's Company Name]. Despite repeated requests to be removed from your call list, I continue to receive unwanted calls, most recently on [Date of Last Call]. These unsolicited calls are a violation of my privacy and are extremely disruptive. Under the Telephone Consumer Protection Act, I have the right to request that these calls stop.

I hereby demand that my phone number be permanently removed from your call lists and that no further telemarketing calls be made to me. Failure to comply with this request by [set a specific deadline] will result in me taking further legal action to protect my rights.

Please confirm in writing by [Deadline Date] that you have complied with this demand and that I will receive no further calls.

Sincerely.



SAMPLE

