

# Letter of Warning: Defamation Lawsuit

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We represent [Your Company Name], and we are writing to formally address an urgent matter concerning defamatory statements made about our business. It has come to our attention that on [Insert Date], you published statements that are false and damaging to our reputation.

The specific statements in question are as follows:

- [Insert Statement 1]
- [Insert Statement 2]
- [Insert Statement 3]

These statements are unsubstantiated and have caused significant harm to our business operations and public image. As a result, we demand that you cease and desist from making any further disparaging remarks regarding our entity and issue a public retraction within [Insert Timeframe].

If these actions are not taken, we will have no choice but to pursue legal action to protect our interests. We hope to resolve this matter amicably and expect your prompt attention to this serious issue.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]