

Cease and Desist Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

RE: Cease and Desist from Making False and Defamatory Statements

Dear [Recipient's Name],

I am writing to formally request that you cease and desist from making false and defamatory statements about me, specifically the claim that [insert specific false statement]. This statement is untrue and has caused significant harm to my reputation and emotional well-being.

As you are aware, making defamatory statements can result in legal consequences. Under [insert applicable law], I am entitled to take action to protect my rights and reputation.

Therefore, I demand that you immediately:

- Cease all forms of communication and dissemination of the defamatory statements.
- Refrain from making any further false statements regarding me in the future.
- Issue a public retraction of the defamatory statements by [insert deadline, e.g., 14 days from receipt of this letter].

If you fail to comply with these demands, I will have no choice but to pursue all appropriate legal remedies available to me, including but not limited to filing a lawsuit for defamation.

Thank you for your immediate attention to this serious matter.

Sincerely,

[Your Name]