

Rebuttal to Defamation Accusations

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Title/Position]

[Recipient's Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally respond to the accusations of defamation made against me on [specific date or events]. These allegations are both unfounded and harmful to my character and reputation.

To provide clarity, the statements in question were made in [context], and I firmly believe that they were accurate representations of [specific facts]. Contrary to the claims of defamation, my intent was never to malign or harm anyone's reputation.

As evidence to support my position, I have attached [mention any supporting documents, testimonies, etc.]. This documentation clearly illustrates that my statements were based on [facts and circumstances].

I would appreciate an opportunity to discuss this matter in a fair and constructive manner. I am hopeful that we can resolve this situation amicably and restore my good name.

Thank you for your attention to this serious matter. I look forward to your prompt response.

Sincerely,

[Your Name]