Tenant Defamation Notice

Date: [Insert Date]
To: [Tenant's Name]
Address: [Tenant's Address]
Dear [Tenant's Name],
I am writing to officially address a matter of concern related to your recent statements that have been circulated regarding my character and actions as your landlord. It has come to my attention that you have made defamatory remarks that are untrue and damaging.
These statements include [briefly describe the statements or incidents]. Such declarations can lead to severe implications, both personally and professionally, and are considered defamatory.
I kindly request that you cease making further defamatory statements and retract your previous comments within [specify a timeframe, e.g., "seven days from the date of this notice"]. Failure to do so may result in further action to protect my reputation.
Thank you for your immediate attention to this serious matter.
Sincerely,
[Your Name]
[Your Address]
[Your Phone Number]
[Your Email Address]