

Cease and Desist Letter for Defamation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request that you cease and desist from making false and defamatory statements regarding me.

Specifically, on [insert date], you stated [insert defamatory statement] which is not only untrue but has caused harm to my reputation and well-being.

Please be advised that if you do not cease these defamatory actions immediately, I may have no choice but to pursue legal action against you.

I expect your written confirmation that you will refrain from making further statements of this nature.

Sincerely,

[Your Signature]

[Your Printed Name]