

# Letter of Response to Defamation Lawsuit

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]

## **Subject: Response to Defamation Claim**

Dear [Recipient's Name],

I am writing in response to the defamation lawsuit filed against me on [insert date]. It is my intention to clarify the factual inaccuracies that have been presented in your claim.

Firstly, the statements made on [insert date] were based on [describe the basis for your statements: e.g., personal experience, public record, etc.]. As such, they do not constitute defamation, as they were not made with malice or the intention to harm.

Furthermore, I would like to point out that [insert further factual clarifications or evidence that support your position]. These points clearly demonstrate that the claims against me are unfounded.

I am open to discussing this matter further and hope we can resolve these misunderstandings amicably. I trust that upon reviewing the facts, you will consider withdrawing the lawsuit.

Thank you for your attention to this matter.

Sincerely,

[Your Name]