

Your Name

Your Address

City, State, Zip Code

Email Address

Phone Number

Date

Recipient's Name

Recipient's Address

City, State, Zip Code

Dear [Recipient's Name],

I am writing in response to the defamation lawsuit filed against me, referenced under case number [insert case number]. I acknowledge the receipt of your complaint dated [insert date of complaint].

While I understand the seriousness of the allegations presented, I wish to formally state that I deny any and all claims of defamation made against me. I believe that the statements in question are protected under [insert specific legal grounds or defenses], and I am prepared to defend my position vigorously in court.

Furthermore, I request that we explore the possibility of resolving this matter through mediation, as I believe this could be beneficial for both parties involved.

Thank you for your attention to this matter. I hope to hear from you soon.

Sincerely,

[Your Name]