

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Plaintiff's Name]

[Plaintiff's Address]

[City, State, Zip Code]

## **Subject: Response to Defamation Lawsuit**

Dear [Plaintiff's Name],

I am writing in response to the defamation lawsuit filed against me on [date of filing]. Please be advised that I take these allegations very seriously and stand by the truth and accuracy of my statements that are at the center of this litigation.

It is my intention to resolve this matter amicably and through constructive dialogue. However, I must assert that the claims made in your lawsuit are without merit. I am prepared to present evidence that supports my position and demonstrates that the statements made are protected under the principles of free speech and factual accuracy.

I encourage you to reconsider your stance and explore potential avenues for resolution outside of the courtroom. Please feel free to reach out to discuss this matter further.

Sincerely,

[Your Name]

[Your Title, if applicable]