

Letter of Defamation Claim

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 address a matter of serious concern regarding several posts made on your social media account, specifically located at [insert link to the posts]. These posts contain false statements about me that have caused significant harm to my reputation.

The specific statements made include [briefly describe the defamatory statements]. These claims are not only untrue but are damaging to my [personal and/or professional] reputation.

I request that you immediately remove these posts and cease any further false statements regarding me. Failure to comply with this request may result in legal action to protect my rights and recover damages incurred as a result of your defamatory remarks.

Please respond by [insert deadline], confirming that you have taken the necessary actions as outlined above.

Sincerely,

[Your Name]