

VIA CERTIFIED MAIL / ELECTRONIC MAIL

Date: [Date]

To:

[Name of Individual/Entity]

[Address]

[City, State, Zip Code]

[Social Media Handle/Profile Link]

From:

[Your Name/Company Name]

[Your Address]

[Your Phone Number]

RE: CEASE AND DESIST DEFAMATORY SMEAR CAMPAIGN

Dear [Name of Individual/Entity],

This letter serves as a formal demand that you immediately cease and desist from making false, defamatory, and injurious statements regarding [Your Name/Company Name] on social media platforms, including but not limited to [list platforms, e.g., Facebook, X, Instagram, TikTok].

It has come to our attention that you are engaged in a targeted smear campaign. Specifically, you have posted the following false information:

- [Describe specific false statement 1 and date posted]
- [Describe specific false statement 2 and date posted]
- [Describe specific false statement 3 and date posted]

These statements are factually false, verifiable as such, and have been published to third parties with the intent to harm my reputation and/or business operations. Your actions constitute defamation per se and intentional interference with business relations.

DEMANDS:

To avoid formal legal proceedings, I demand that you complete the following actions within [Number, e.g., 48] hours of receipt of this letter:

1. Permanently remove all defamatory posts, comments, and videos from all social media profiles under your control.
2. Cease making any further false or disparaging comments regarding me or my business.
3. Post a formal retraction and apology in a prominent location on the same platforms where the original statements were made.

Failure to comply with these demands will leave me with no choice but to pursue all available legal remedies, including a lawsuit for compensatory damages, punitive damages, and legal fees. Please be advised that you are also instructed to preserve all records, communications, and metadata related to these posts as they will be relevant in any future litigation.

This letter is sent without prejudice to my rights and remedies, all of which are expressly reserved.

Sincerely,

[Your Signature]

[Your Printed Name]