[DATE]

[OFFENDING COMPANY]  
Attn: Mr. John Doe  
[STREET ADDRESS]  
[CITY][STATE][ZIP]

Re:  False and defamatory statements made by [OFFENDING COMPANY] to [CLIENT] regarding [SITUATION]

Dear Mr. Doe:

We represent [CLIENT] in connection with the above-referenced matter.  [OFFENDING COMPANY], its directors, officers, agents, employees and assigns (collectively, “John Doe”) are hereby warned and notified to CEASE AND DESIST making false and defamatory statements regarding [CLIENT] and its ongoing matters with John Doe.

It has come to our attention that false statements were made by John Doe. [SITUATION IN WHICH SLANDER OCCURRED].

The statements made by John Doe regarding [CLIENT] are false, defamatory, constitute tortious interference with business, and as such, are actionable under Minnesota law.

If our client is forced to commence a lawsuit against John Doe in order to stop continued false and defamatory statements, be advised that we will seek recovery of all attorneys’ fees and costs incurred herein as a result.  While we certainly hope this is not necessary, we are prepared to pursue whatever avenues are necessary on behalf of our client to stop the continued false and defamatory statements made against [CLIENT] by John Doe.

Sincerely,

[ATTORNEY]

[LAW FIRM]

cc:  [CLIENT]