

Dear [Friend's Name],

I hope this letter finds you well. I've been doing a lot of thinking about our friendship and the recent events that have brought us to this point.

I want to sincerely apologize for [specific issue]. My actions were thoughtless and I can only imagine how they made you feel. It was never my intention to hurt you or to jeopardize our relationship.

Looking back, I realize how important our friendship is to me. You have always been there for me, and I value the bond we share. I miss [specific memories or moments] that we created together and it pains me to think of our friendship being affected.

Please know that I am committed to making amends and mending our friendship. I would love the opportunity to talk things over and understand your perspective. Your feelings are important to me, and I am ready to listen.

Thank you for considering my apology. I hope we can find a way to move past this and rebuild our friendship stronger than ever.

Take care and I look forward to hearing from you.

Sincerely,
[Your Name]