

Dear [Recipient's Name],

I hope this message finds you well. I am writing to sincerely apologize for my recent actions regarding the private information we shared. It was never my intention to betray your trust, and I deeply regret sharing what was meant to be kept confidential.

In hindsight, I realize the importance of discretion and the value of the trust you placed in me. I have learned a valuable lesson about the weight of our words and the responsibility we bear when entrusted with sensitive information.

Please know that I am committed to making amends and ensuring that such a lapse in judgment does not happen again. Your friendship means a great deal to me, and it pains me to think I may have jeopardized it.

Thank you for your understanding and patience during this time. I hope we can move forward and rebuild the trust that may have been shaken.

Sincerely,  
[Your Name]