

Letter of Remorse

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my sincere remorse for my inadequate dedication towards [specific task, project, or relationship]. Upon reflection, I realize that my efforts have not met the expectations or standards that were required.

It was never my intention to undermine our goals or cause any disappointment. I acknowledge that my lack of commitment has affected [describe specific outcomes or feelings]. For that, I am truly sorry.

Moving forward, I am committed to making the necessary changes to improve my dedication and contributions. I appreciate any opportunity to rectify this situation and regain your trust.

Thank you for your understanding and patience.

Sincerely,

[Your Name]

[Your Contact Information]