

Letter of Accountability

Date: [Insert Date]

Dear [Recipient's Name],

I am writing this letter to take full responsibility for the hurt I have caused you. I acknowledge my actions and the impact they have had on your feelings and well-being.

I deeply regret hurting you and understand that my behavior was unacceptable. I want you to know that it was never my intention to cause you pain. I have taken time to reflect on my actions and the consequences they had, and I am committed to making amends.

Please know that I am here to listen to your feelings and thoughts regarding this matter. I am determined to learn from this experience and grow as a person, so I do not repeat the same mistakes in the future.

Thank you for allowing me the opportunity to express my sincere apologies. I hope we can work towards healing and rebuilding our relationship.

Sincerely,
[Your Name]