

Subject: Clarification Regarding My Previous Email

Dear [Recipient's Name],

I hope this message finds you well. I wanted to take a moment to clarify my previous email sent on [date], as I believe there may have been some misunderstandings.

[Briefly explain the specific points that need clarification, using clear and concise language.]

Thank you for your understanding, and I apologize for any confusion my earlier message may have caused. Please feel free to reach out if you have any further questions or need additional information.

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]