Dear [Recipient's Name],

I hope this letter finds you well. As I sit down to write, I am filled with a deep sense of regret regarding the decisions I made in the past that have affected our relationship.

Looking back, I recognize the choices I made and how they may have hurt you. [Briefly mention specific decisions]. I can only imagine the pain and disappointment I caused you, and for that, I am truly sorry.

Your friendship meant the world to me, and losing it over my mistakes has left a void that I can't ignore. It was never my intention to hurt you, and I deeply regret not seeing things from your perspective.

I have reflected on my actions and learned from them. Moving forward, I am committed to being a better person and friend. I hope we can find a way to reconnect and rebuild what was lost.

Thank you for considering my heartfelt apology. I truly value you and the memories we shared.

Sincerely, [Your Name]