

Dear [Friend's Name],

I hope this letter finds you well. I have been thinking a lot about what happened between us, and I feel compelled to reach out to you and express my sincerest apologies.

It hurts me to know that my actions have caused you pain. I never intended to hurt you or make you feel less valued as my friend. I take full responsibility for my mistakes and want you to know how truly sorry I am.

You mean a great deal to me, and it pains me to think that I jeopardized our friendship. Please know that I am committed to making things right and learning from this situation.

I genuinely hope we can talk this through and find a way to move forward. I miss our times together dearly and would love the chance to reconnect.

Thank you for considering my apology. I look forward to hearing from you.

Sincerely,
[Your Name]