

Dear [Coworker's Name],

I hope this message finds you well. I am writing to sincerely apologize for my actions during our recent interaction. I realize that my words and behavior may have created unnecessary tension between us, and I deeply regret that.

It was never my intention to upset you or to create discomfort in our workplace. I value our professional relationship and have great respect for you as a colleague. I understand that communication is key, and I am committed to improving how we interact moving forward.

Please let me know if you would be open to discussing this matter further. I believe that addressing it openly will help us both move beyond this experience and strengthen our working relationship.

Thank you for your understanding, and I look forward to working together more harmoniously in the future.

Sincerely,

[Your Name]

[Your Position]