

**Dear [Recipient's Name],**

I hope this message finds you well. I am writing to sincerely apologize for neglecting to celebrate my birthday this year. It was never my intention to overlook such an important occasion, and I deeply regret any disappointment this may have caused.

Life has been quite hectic lately, and I lost track of time and the importance of cherishing such moments with loved ones. I truly value our relationship, and I appreciate your understanding and support.

Moving forward, I promise to be more mindful and intentional in celebrating our moments together. I would love to make it up to you and catch up soon. Perhaps we can plan a small get-together or a dinner?

Thank you for your patience and for being such a wonderful friend. I look forward to reconnecting soon.

Warm regards,  
[Your Name]