Dear [Recipient's Name],

I hope this letter finds you well. I have been reflecting on our recent encounters and the misstep I made in our relationship. I want to express my sincere apologies for my actions that may have hurt you.

It was never my intention to cause you pain, and I deeply regret how my choices affected you and us. I understand that my behavior was inappropriate, and I take full responsibility for it.

Moving forward, I am committed to learning from this experience and ensuring that it does not happen again. You mean a great deal to me, and I hope to rebuild the trust that I damaged.

Thank you for your understanding and patience. I truly value our relationship and hope that we can work towards healing together.

Sincerely,
[Your Name]