

Dear [Friend's Name],

I hope this message finds you well. I am writing to express my sincerest apologies for not acknowledging your special day. It was never my intention to overlook such an important occasion in your life, and I deeply regret any disappointment my oversight may have caused you.

You mean a great deal to me, and not being there to celebrate with you weighs heavily on my heart. I value our friendship immensely, and I feel terrible for not being present when you deserved to be celebrated.

Please forgive my thoughtlessness. I assure you that I will make it up to you, and I look forward to creating new memories together soon. Let's plan something special; I want you to know how much you are loved and appreciated.

Once again, I am truly sorry for missing your special day. Thank you for your understanding, and I hope to hear from you soon.

Warmest regards,

[Your Name]