

Reconciliation Letter

Dear [Recipient's Name],

I hope this message finds you well. I am writing to address our recent conversation where I used language that was inappropriate and hurtful. I deeply regret my choice of words and the impact they had on our relationship.

I want to sincerely apologize for my actions. It was not my intention to cause you any harm or discomfort. I recognize that words hold power, and I failed to use that power responsibly.

Moving forward, I am committed to ensuring that my language reflects the respect and consideration you deserve. I value our relationship and hope to rebuild the trust that was damaged.

Thank you for your understanding, and I look forward to your response.

Warm regards,

[Your Name]

[Your Contact Information]