

Apology Letter

Date: _____

Dear [Recipient's Name],

I hope this message finds you well. I am writing to sincerely apologize for my oversight regarding your true intentions in our recent interactions. It was never my intention to misunderstand or misinterpret your feelings, and I regret any confusion my actions may have caused.

Upon reflection, I realize that I should have taken the time to better understand your perspective. I appreciate your patience and wish to assure you that I value our relationship deeply. I am committed to ensuring that this does not happen again in the future.

Thank you for your understanding and for allowing me the opportunity to clarify my mistake. I hope we can move forward positively from here.

Sincerely,

[Your Name]