

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my heartfelt apologies for forgetting your special birthday milestone. It was truly a significant occasion, and I'm so disappointed that I wasn't there to celebrate with you.

Please know that you are incredibly important to me, and missing this event has weighed heavily on my heart. I value our friendship and all the wonderful memories we've shared, and it pains me to have let you down.

To make it up to you, I would love to take you out for dinner or plan a small celebration at your convenience. It would mean so much to me to celebrate you properly, even if it is a little belated.

Thank you for your understanding and patience. I promise to do better in the future, and I hope to hear from you soon!

Warmest regards,

[Your Name]