

Subject: Apology for Unforeseen Absence

Dear [Friend's Name],

I hope this message finds you well. I am writing to sincerely apologize for my unexpected absence from our planned get-together on [date]. Unfortunately, due to unforeseen circumstances, I was unable to attend.

I value our time together and regret missing out on the opportunity to catch up with everyone. I assure you it was not my intention to miss such a special occasion.

Thank you for your understanding. I look forward to rescheduling and making up for the lost time.

Warm regards,

[Your Name]