
Apology Letter to Friend

Date: [Insert Date]

From:

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To:

[Friend's Name]

[Friend's Address]

[City, State, Zip Code]

Subject: I'm Sorry

Dear [Friend's Name],

I have spent a lot of time thinking about our last conversation, and I feel terrible for [what you did or said]. It was not my intention to hurt you or make you feel unvalued.

I value our friendship deeply and regret that my actions or words caused you pain. Please know that I am here, ready to listen, and make amends. I miss our times together and hope we can move past this, learning and growing stronger as friends.

Thank you for considering my apology. I look forward to the opportunity to make things right between us.

With heartfelt apologies,

[Your Full Name]

[Your Signature (if sending a hard copy)]