

Date: [Insert Date]

Dear [Friend's Name],

I hope this letter finds you well. I've been meaning to write to you because I've been thinking a lot about our recent conversation and the messages I sent. I realize now that what I said-or the way I said it-hurt your feelings, and I am truly sorry for that.

Being far apart doesn't make our friendship any less important to me, and it hurts to think I caused you pain, especially when I value you so much. My words were careless, and I take full responsibility for the impact they had. Please know that it was never my intention to upset you or make you feel unappreciated.

Sometimes, communicating through texts makes it easy for things to be misunderstood, but I know that's no excuse. I should have been more thoughtful and considerate. Our bond means a great deal to me, and I hate the thought of distance or misunderstandings coming between us.

I genuinely hope you can forgive me. I miss our chats and laughs, and I want to do whatever it takes to rebuild your trust and mend our friendship. If you'd like to talk more about what happened, I'm here to listen-truly listen-and learn how I can do better.

Please take all the time you need. I cherish our friendship and hope we can move past this, stronger than before. Thank you for reading this and for being such an important part of my life.

With sincere apologies,
[Your Name]