

Provisional Apology Letter

Subject: Apology and Commitment to Correct My Mistake

Dear [Store Manager's Name],

I am writing to acknowledge my recent shoplifting incident and offer my sincere apology. While I am addressing this matter legally and personally, I want to assure you that I am taking full responsibility. I will reimburse the stolen items immediately and cooperate with any required process. I am committed to learning from this mistake and avoiding any repeat.

Respectfully,

[Your Name]

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