

Heartfelt Apology Letter for Stress

Subject: Apology for Workplace Stress

Dear [Employee Name],

I want to take a moment to apologize for the recent increase in workload and the resulting stress it may have caused you. It was never my intention for you to feel overwhelmed, and I take full responsibility for not balancing resources effectively.

Your well-being is important to me, and I regret any pressure you may have felt. Moving forward, I will ensure tasks are more evenly distributed and deadlines more manageable. Please do not hesitate to share any concerns so we can address them together.

Thank you for your dedication and resilience. I truly appreciate all that you do.

Sincerely,

[Your Name]

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