Formal Apology Letter for Hurtful Words

Dear [Friend's Name],

I am writing to apologize for the words I said during our last conversation. Upon reflection, I realize they were hurtful and uncalled for. I take full responsibility for my behavior.

I hope you can find it in your heart to forgive me. Our friendship means a lot to me, and I am committed to being more considerate in the future.

Sincerely,

[Your Name]

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