

## EMOTIONAL LETTER TO A FRIEND

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## Introduction

When something happens, be it of emotional hurt or disappointment, argument or just fighting, even if you meant it you will eventually apologize or send condolences. Especially if it's a close friend of yours, you will be troubled and have a heavy heart. Maybe the era of writing a letter is over to many, but writing that emotional letter to a friend can never be extinct over time.

With this letter you are able to pour out your emotional heart into the letter, get into an intimate conversation with your friend. The tone of this letter is purely an emotional tone, and also it is an informal letter. So if need arise and something happens, write an emotional letter to a friend, to cheer them up or send your condolences, depending on the occasion.

## Emotional letter to a friend Tips

Requirements of an emotional letter to a friend

Basically in an emotional letter to a friend, there is not much to consider except writing what is straight from your own heart. You need to be free will you are writing, express your feelings and emotions, show dedicated you are to a friend. With this in mind and a few tips below you will be ready to write the best emotional letter.

- **Tone** – Since you are writing to your close pal or making a new pal the letter is not required to be all formal like or use a serious tone. Actually use your more friendly tone, as if you were talking to the person face to face. To give it a friendly tone, you can also hand write it.
- **Polite** – In a friendship letter it is important for you to be polite, and also make sure to reassure the other person that it is a friendship letter you are writing. You can do this by asking them how they have been or maybe wishing them well.
- **Emotional** – make sure to get deep, write your inner feelings, after all this is a longtime friend you are writing to here.

With the following tips to remember you are ready to write that perfect emotional letter to a friend.

## Sample Emotional letter to a friend

Anthony Mumo

31st December 2009

Subject: Apologies for letting my best friend down

Dearest Anthony,

I am filled with sadness and sorrow in my heart as I write this letter. I am really sorry for letting you down on Christmas. I know I promised to be there and spent time with you like we have always been doing for the past holidays.

I really do not have the reason why I did so and I know I hurt you. I never wanted to hurt you please understand me. Please forgive me my best friend. Let us not spoil our friendship because of this. Please forget this, I will make it up to you and accept my apology.

Your friend,

Brenda Mumo

## Emotional letter to a friend Template

(Name of friend)

(Date)

Subject: \_\_\_\_\_

Dearest \_\_\_\_\_,

I am filled with sadness and sorrow in my heart as I write this letter. I am really sorry for letting you down on. I know I promised to be there and spent time with you like we have always been doing for the past holidays. (Make sure to include your reason or writing)

I really do not have the reason why I did so and I know I hurt you. I never wanted to hurt you please understand me. Please forgive me my best friend. Let us not spoil our friendship because of this. Please forget this, I will make it up to you and accept my apology.

Your friend,

\_\_\_\_\_

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