

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

I hope this finds you doing well. I’ve been thinking of you and would love to hear about your life. Would you be interested in reconnecting?

I do feel like I owe you a bit of an explanation.

(Check one)

* I was upset and wanted to take some time to sort through my feelings. (This is where you write more details about what upset you. Use “I” statements. Avoid words like “never” and “always.” Be decent.)
* I’ve been silent because, quite honestly, life got in the way. I felt overwhelmed, with so much on my plate, and put our relationship on the back burner. We lost touch and I didn’t know how to correct it.
* I felt bad about the awful things I (*said and/or did*) and didn’t know how to make it right.

There’s more, and I want to be fully transparent. I see things differently now and that’s because:

(Check one)

* I’m in therapy.
* I’m in recovery.
* I have started taking meds and they seem to be working.
* I have recently been diagnosed with a serious illness.
* I’ve had an awakening of sorts.

I would love to discuss this more in detail,

(Check one)

* …but I lack the skills necessary to properly explain myself; so can we start over?
* …but I am uncomfortable with conflict; so can we start over?
* …and was hoping you’d be available for a phone call in the next week or so.
* …are you available to meet up for coffee or lunch?
* …so can we schedule a video call in the next week or so?

I know this is a lot to absorb. I’m in no rush. Whenever you’re ready, I’m here and available should you want to reconnect. At the very least please know that:

(Check as many as apply)

* I’m sorry.
* I forgive you.
* I’m thankful for you and the important part you’ve played in my life.
* I miss you.
* I love you.

All my best,

Your name and updated contact information