

# 道歉信英语作文模板\_1封道歉信英语作文

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## ECMS帝国之家，为帝国cms加油！

道歉信在我们工作或生活中，有时难免会犯一些错误，写封致歉信就显得很有必要。下面是小编为大家整理的一封道歉信英语作文，希望对大家有帮助。

### 一封道歉信英语作文篇一

Dear Anne,

Thank you for your invitation to dinner at your home tomorrow evening. Unfortunately, it is much to my regret that I cannot join you and your family, because I will be fully occupied then for an important exam coming the day after tomorrow. I feel terribly sorry for missing the chance of such a happy get-together, and I hope that all of you enjoy a good time. Is it possible for you and me to have a private meeting afterward? If so, please don't hesitate to drop me a line about your preferable date. I do long for a pleasant chat with you.

Please allow me to say sorry again.

Regards,

Li Ming

### 一封道歉信英语作文篇二

Dear Sarah,

I am terribly sorry to tell you that I am unable to attend your birthday party next Thursday evening. That is owing to the fact that my younger brother suddenly fell ill and was taken to a hospital this morning. I have to go there immediately and take care of him. As told by the doctor in charge, it will take around five days for him to recover and I have asked my boss for a leave.

I really regret that I cannot go to celebrate your birthday personally and would miss the perfect chance of enjoying myself with all our old friends. I have chosen a small gift for you and will send it to you tomorrow to show my best wishes. Besides, please give my regards to our friends when you meet them at the party.

Cordially,

Li Ming

### 一封道歉信英语作文篇三

Dear Charlie,

Kindly excuse me for my not being able to see you off at the airport this Saturday as I have promised.

A major business partner of our company will be attending an important conference in Xiamen this weekend, and my boss finally chooses me to accompany him there to negotiate about a new transaction. I have just been informed of this plan and am happy about the decision. This is an opportunity to both display and enhance my abilities, so I am afraid I cannot be present at the airport.

Pursuing study overseas is an essential step in the accomplishment of your dream.

How I wish I could have the chance to share with you my personal feelings and suggestions before you are away! I hereby send you a gift to wish you good luck. Please forgive me.

Cordially,

Li Ming

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