Apology Letter for Not Attending Seminar

[Your Name]

[Address]

[Date]

Dear [Recipient Name],

I remember I had to pick you up the other day for attending the seminar together. It was always on my mind. You know how excited I was to attend this seminar with you. I dropped you a message a day before that I will not able to make it for the seminar. I hope you did your arrangements and did make it to the event.

Two days before the seminar, I started feeling pain in my right leg and the pain went so bad that it was getting hard for me to move around. So I took an appointment with doctor and the doctor sensed some form of fracture in my leg. I took an x-ray and I am still waiting for my reports.

The doctor advised me to take proper bed rest and not move a lot. I did put an effort to try and attend the seminar but you know attending networking events mean moving a lot and that can cause further damage to my leg. So I decided to better stay at home and take proper rest.

I might not be able to hang around for a couple of months. I have already applied for a medical leave at work. I hope the seminar went well. Share with me the happenings of the event and give me insights about it.

I will be waiting to hear from you soon. Please accept my sincere apology and come around some time over a cup of coffee.

Sincerely,

[Your Name]