**From:** rishirajeshsingh05@gmail.com

**To:** amanchauhan68@yahoo.co.in

**Subject:** Apologize for late submission

Respected Aman sir,

Greetings of the day!

I hope this message finds you well. I am writing to sincerely apologize for the project that was to be submitted on time but it was submitted a day later.

Actually, it was my mistake that I didn’t check that the weather I have attached the correct folder of my complete project or not. It was a very silly mistake by myself and I am very ashamed of myself. This was my first and last mistake.

Thank you for forgiving me, from next time at the submission I would double check the attached file.

Sincerely,  
RISHI SINGH  
Graphic Designer  
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