Dear [Friend's Name],

This isn't easy to write, but I've come to a place where I need to acknowledge a change in how I feel about our friendship. Over time, I've realized that the connection no longer feels mutual or emotionally safe for me.

Instead of letting this fade in silence or resentment, I'm choosing to close this chapter with intention. I'm grateful for what we've shared, and I hope this can be a respectful goodbye. I wish you well on your journey.

Take care,

[Your Name]